



**Corporation of the Town of Latchford
Regular Meeting of Council
Town of Latchford Municipal Office – Council Chambers
Tuesday April 14th, 2026
6:00 pm**

1. Call to Order and Mayoral Comments

2. Adoption of the Agenda

Resolution No.: 26/065

Moved by:

Seconded by:

Be it resolved that the April 14th, 2026 agenda be adopted as circulated.

3. Declaration of Pecuniary Interest/Conflict of Interest

4. Adoption of the Minutes

4.1. Regular Council Meeting March 17th, 2026 & Special Meeting of Council March 24th, 2026

Resolution No.: 26/066

Moved by:

Seconded by:

Be it resolved that the Council of the Corporation of the Town of Latchford hereby approve the minutes of the Regular Meeting of Council held on March 17th, 2026 and Special Meeting of Council held on March 24th, 2026 as circulated and presented.

5. Delegations

5.1. Northern Hospice Committee – Chantal Paquin

6. Staff Reports

6.1. Public Works Staff Report No. PW-2026-03

Resolution No.: 26/067

Moved by:

Seconded by:

Be it resolved that Council receive Staff Report No. PW-2026-03 entitled “Public Works & Environmental Services”.

6.2. CAO/Clerk-Treasurer Staff Report No. CAO-2026-05

Resolution No.: 26/068

Moved by:

Seconded by:

Be it resolved that Council receive Staff Report No. CAO-2026-05 entitled “Website Development”;

And that Council approve proceeding with the development of a new municipal website using the Govstack CMS platform at a one-time cost of approximately \$13,190 and an annual subscription of \$4,697.

And further, that staff be directed to begin implementation and content development.

7. Correspondence

7.1. Action Items

7.1.1. Accounts Payable & Payroll Listing for March 5th, 2026 – April 9th, 2026

Resolution No.: 26/069

Moved by:

Seconded by:

Be it resolved that the Council for the Corporation of the Town of Latchford approve the attached accounts payable in the amount of \$170,757.06 and payroll expenses in the amount of \$56,576.24.

7.1.2. Letter of Support – FONOM Ensuring Equitable Access to Housing & Enabling Infrastructure Funding

Resolution No.: 26/070

Moved by:

Seconded by:

Be it resolved that the Council of the Town of Latchford support the attached resolution from the Federation of Northern Ontario Municipalities (FONOM);
And further, that a copy of this resolution be sent to the Prime Minister of Canada, Premier of Ontario, the Federal Minister of Housing, Infrastructure and Communities, the Federal Minister of Finance, the Federal Minister of Indigenous Services, the Ontario Minister of Finance, the Ontario Minister of Municipal Affairs and Housing, the Ontario Minister of Northern Economic Development and Growth and the Ontario Minister of Transportation for their consideration.

7.1.3. Motion for Support – Town of Whitby

Resolution No.: 26/071

Moved by:

Seconded by:

Be it resolved that the Council of the Town of Latchford hereby support the attached resolution from the Town of Whitby requesting a comprehensive review of the provincial municipal fiscal framework;
And that a copy of this resolution be forwarded to the Premier of Ontario, the Deputy Premier and Minister of Health, the Minister of Finance, the Minister of Municipal Affairs and Housing, the Minister of Infrastructure, the Minister of Children, Community and Social Services, John Vanthof MPP, the Association of Municipalities of Ontario, the Federation of Canadian Municipalities, the Federation of Northern Ontario Municipalities and the Town of Whitby.

7.2. Information Items

Resolution No.: 26/72

Moved by:

Seconded by:

Be it resolved the Information Items be noted and filed.

7.2.1. Media Release – FONOM Northern Priorities Advanced

7.2.2. Media Release – FONOM Supports Provincial Highway 11 & 17 Safety Measures

7.2.3. Cobalt Public Library Meeting Minutes – January 24th, 2026

7.2.4. Celebrate Canada Funding Application

8. Business Arising

8.1. Marcotte Street Lot Update

8.2. Playground Equipment Update

8.3. Donation Board

8.4. Cobalt Public Library

8.5. Waterfront Strategic Plan Ad Hoc Committee

Resolution No.: 26/073

Moved by:

Seconded by:

Be it resolved that, Council appoints _____ and _____
to the Administration & Corporate Services Ad hoc Committee for the duration of the
2022-2026 Term of Council.

8.6. Draft Budget Meeting

Resolution No.: 26/074

Moved by:

Seconded by:

Be it resolved that Council schedule a Special Meeting to review the Draft 2026 Budget
on April 21st, 2026 at 5:45 PM.

9. New Business

9.1. MMAH Correspondence Regarding Strong Mayor's Powers

Resolution No.: 26/075

Moved by:

Seconded by:

9.2. Beach House RFP

Resolution No.: 26/076

Moved by:

Seconded by:

Be it resolved that Council direct staff to post the Request for Proposal titled 2026
Beach House Operations – 2026 Season.

9.3. Sgt Aubrey Cosens Legion Branch 629

Resolution No.: 26/077

Moved by:

Seconded by:

Be it resolved that Council approve the in-kind donation to the Sgt Aubrey Cosens
Legion Branch 629 by waiving the rental fee for the Latchford Community Centre on
June 6th, 2026.

9.4. Council Attendance and Honorarium

10.By-Laws

10.1. By-Law 2026-014 Recount Policy

Resolution No.: 26/078

Moved by:

Seconded by:

Be it resolved that By-law No. 2026-014, being a by-law to adopt a Recount Policy for the 2026 Election for the Town of Latchford, be read a first, second and third time and finally passed this 14th day of April, 2026.

10.2. By-Law 2026-015 Transfer Payment Agreement – Community Emergency

Preparedness Grant

Resolution No.: 26/079

Moved by:

Seconded by:

Be it resolved that the By-law No. 2026-014 being a by-law to enter into a Transfer Payment Agreement for Community Emergency Preparedness Grant with His Majesty the King in right of Ontario as represented by the Minister of Emergency Preparedness and Response for the Town of Latchford, be read a first, second and third time and finally passed this 14th day of April 2026.

11.In-Camera

None

12.Adjournment

12.1. By-Law 2026-016 Confirming By-Law

Resolution No.: 26/080

Moved by:

Seconded by:

Be it resolved that By-law No. 2026-016 being a by-law to confirm the certain proceedings of Council for the Corporation of the Town of Latchford for its Council Meeting held on April 14th, 2026 be read a first, second, third time and finally passed by the Council of the Corporation of the Town of Latchford.

12.2. Motion to Adjourn

Resolution No.: 26/081

Moved by:

Seconded by:

Be it resolved that the Council of the Town of Latchford hereby adjourns its meeting at _____ p.m. and to meet again at the Regular Meeting of Council scheduled for May 19th, 2026.



Corporation of the Town of Latchford
Minutes of the Regular Meeting of Council
Town of Latchford Municipal Office – Council Chambers
Tuesday March 17th, 2026
6:00 pm

Present: Mayor Gadoury-East, Councillors Cartner, Newell, Cole, Olson, Church

Absent: Councillor McDonald

Staff: Malorie Robinson, CAO/Clerk-Treasurer, Rico Guindon, ORO, Perry Livingston, Fire Chief

1. Call to Order and Mayoral Comments

2. Adoption of the Agenda

Resolution No.: 26/041

Moved by: Councillor Cartner

Seconded by: Councillor Olson

Be it resolved that the March 17th, 2026 agenda be adopted as circulated.

CARRIED

3. Declaration of Pecuniary Interest/Conflict of Interest

None Noted

4. Adoption of the Minutes

4.1. Regular Council Meeting February 10th, 2026 & Special Meeting of Council March 4th, 2026

Resolution No.: 26/042

Moved by: Councillor Cole

Seconded by: Councillor Newell

Be it resolved that the Council of the Corporation of the Town of Latchford hereby approve the minutes of the Regular Meeting of Council held on February 10th, 2026 and Special Meeting of Council held on March 4th, 2026 as circulated and presented.

CARRIED

5. Delegations

5.1. Chief Livingston – LVFD

Chief Livingston presented to Council the current state of the equipment at the Latchford Volunteer Fire Department. Chief Livingston is looking for a commitment from Council to ensure the safety and well-being of the volunteers. Council is committed to ensuring the safety and well-being of the members and will be working with Clerk Robinson to find additional funding to assist the department. Applications will be made to Frog's Breath and any other opportunities Staff may be able to find.

Council congratulates both Chief Livingston and Deputy Chief Block on their recent appointments and looks forward to working with them both.

6. Staff Reports

6.1. Public Works Staff Report No. PW-2026-02

Resolution No.: 26/043

Moved by: Councillor Newell

Seconded by: Councillor Olson

That Council receive Staff Report No. PW-2026-02 entitled "Public Works Operations

Update”.

CARRIED

7. Correspondence

7.1. Action Items

7.1.1. Accounts Payable & Payroll Listing for February 3rd 2026 – March 4th, 2026

Resolution No.: 26/044

Moved by: Councillor Church

Seconded by: Councillor Cartner

Be it resolved that the Council for the Corporation of the Town of Latchford approve the attached accounts payable in the amount of \$122,581.23 and payroll expenses in the amount of \$46,967.29.

CARRIED

7.1.2. Letter of Support – Highway 11/17 Expansion Bill

Resolution No.: 26/045

Moved by: Councillor Newell

Seconded by: Councillor Olson

Be it resolved that the Council of the Town of Latchford hereby urge the Provincial Government to declare the expansion and modernization of Highways 11 and 17 a project of national significance.

Further that a copy of this motion be forwarded to Premier Doug Ford, Hon. Prabmeet Sarkaria, Minister of Transportation, Hon. Victor Fedeli, Minister of Economic Development, Job Creation and Trade, Hon. Stephen Lecce, Minister of Energy and Mines, Hon. George Pirie, Minister of Northern Economic Development and Growth, MPP John Vanthof and FONOM.

CARRIED

7.1.3. Coleman Township Request for Support

Resolution No.: 26/046

Moved by: Councillor Church

Seconded by: Councillor Cartner

Be it resolved that, the Council of the Corporation of the Town of Latchford support the Cobalt Public Library in the amount of \$3,750.00 (\$25 per household).

TABLED

7.1.4. Motion for Support – Town of Bracebridge

Resolution No.: 26/047

Moved by: Councillor Cartner

Seconded by: Councillor Newell

Be it resolved that, the Council of the Town of Latchford Support the attached resolution from the Town of Bracebridge and call on all members of Council and the public to support the Elect Respect Pledge as we enter into Election Season.

CARRIED

7.2. Information Items

Resolution No.: 26/60

Moved by: Councillor Olson

Seconded by: Councillor Cole

Be it resolved the Information Items be noted and filed.

CARRIED

7.2.1. Community Pantry for Latchford – Pilot Initiative

8. Business Arising

8.1. Marcotte Street Lots Update

Still waiting for the memo from Jennifer Pye from the TMSA. Clerk to follow up.

8.2. Playground Equipment Update

Clerk Robinson has confirmed the playground equipment has been ordered and should arrive in mid to late spring.

8.3. Donation Board

Resolution No.: 26/048

Moved by: Councillor Cole

Seconded by: Councillor Newell

Be it resolved that, Council directs staff to bring forward options for consideration for a Donation Board.

CARRIED

8.4. Administration & Corporate Services Ad Hoc Committee

Resolution No.: 26/049

Moved by: Councillor Cartner

Seconded by: Councillor Church

Be it resolved that, Council approves the Terms of Reference for the Administration & Corporate Services Ad hoc Committee and appoints Councillor Newell and Councillor McDonald to the Committee for the duration of the 2022-2026 Term of Council.

CARRIED

8.5. Waterfront Strategic Plan Ad Hoc Committee

Resolution No.: 26/050

Moved by: Councillor Newell

Seconded by: Councillor Cartner

Be it resolved that, Council approves the Terms of Reference for the Waterfront Strategic Plan Ad Hoc Committee and appoints Councillor Olson and Councillor Cole to the Committee for the duration of the 2022-2026 Term of Council;

And further, that Council directs staff to put out a call for applications from the general public to be appointed to this Committee for the duration of the 2022-2026 term of Council.

CARRIED

- 8.6. Communities of the Montreal River Update
Clerk Robinson provided verbal update to Council.

9. New Business

9.1. FONOM Conference

Resolution No.: 26/051

Moved by: Councillor Cartner

Seconded by: Councillor Church

Be it resolved that the Council of the Town of Latchford approve Mayor Gadoury-East to attend the FONOM Conference May 11-13th, 2026 in Timmins.

CARRIED

9.2. Zone 8 Election Training

Resolution No.: 26/052

Moved by: Councillor Cartner

Seconded by: Councillor Olson

Be it resolved that Council approve CAO/Clerk-Treasurer Malorie Robinson to attend the Zone 8 Election Training May 20-22 2026 in Kapuskasing.

CARRIED

9.3. AMCTO Conference

Resolution No.: 26/053

Moved by: Councillor Newell

Seconded by: Councillor Church

Be it resolved that Council approve CAO/Clerk-Treasurer Malorie Robinson to attend the AMCTO Conference June 7-10, 2026 in Huntsville.

CARRIED

9.4. Ontario Aboriginal Housing Supreme Court Filing

Resolution No.: 26/054

Moved by: Councillor Newell

Seconded by: Councillor Olson

Be it resolved that Council direct the CAO/Clerk-Treasurer to engage in conversation with Wishart Law Firm LLP on this matter.

CARRIED

9.5. Budget Meeting

Resolution No.: 26/055

Moved by: Councillor Cartner

Seconded by: Councillor Church

Be it resolved that Council schedule a Special Meeting to review the Draft 2026 Budget on March 24th at 5:45 PM.

CARRIED

9.6. Frog's Breath Funding Application

Resolution No.: 26/061

Moved by: Councillor Church

Seconded by: Councillor Olson

Be it resolved that the Council of the Town of Latchford support the Latchford Volunteer Fire Department's application to Frog's Breath to purchase new equipment.

And Further, that Council directs the CAO/Clerk-Treasurer to write a formal letter confirming Council's support for funding in the form of sponsorship.

CARRIED

10.By-Laws

10.1. By-Law 2026-010 Asset Management Plan

Resolution No.: 26/056

Moved by: Councillor Church

Seconded by: Councillor Cartner

Be it resolved that By-law No. 2026-010, being a by-law to adopt the Asset Management Plan for the Town of Latchford, be read a first, second and third time and finally passed this 10th day of March, 2026.

CARRIED

10.2. By-Law 2026-011 Council Code of Conduct

Resolution No.: 26/057

Moved by: Councillor Newell

Seconded by: Councillor Olson

Be it resolved that the By-law No. 2026-011 being a by-law to adopt a Council Code of Conduct Policy for the Town of Latchford, be read a first, second and third time and finally passed this 10th day of March 2026.

CARRIED

11.In-Camera

None

12.Adjournment

12.1. By-Law 2026-012 Confirming By-Law

Resolution No.: 26/058

Moved by: Councillor Church

Seconded by: Councillor Olson

Be it resolved that By-law No. 2026-012 being a by-law to confirm the certain proceedings of Council for the Corporation of the Town of Latchford for its Council Meeting held on March 17th, 2026 be read a first, second, third time and finally passed by the Council of the Corporation of the Town of Latchford.

CARRIED

12.2. Motion to Adjourn

Resolution No.: 26/059

Moved by: Councillor Newell

Seconded by: Councillor Olson

Be it resolved that the Council of the Town of Latchford hereby adjourns its meeting

at 7:01 p.m. and to meet again at the Regular Meeting of Council scheduled for April 14th, 2026.

CARRIED

Sharon Gadoury-East, Mayor

Malorie Robinson, Clerk



Corporation of the Town of Latchford
Minutes of the Special Meeting of Council
Town of Latchford Municipal Office – Council Chambers
Tuesday March 24th, 2026
5:45 pm

Present: Mayor Gadoury-East, Councillors Newell, Cartner, Church, Cole, McDonald (Zoom)

Regrets: Councillor Olson

Staff: Malorie Robinson, CAO/Clerk-Treasurer, Roger Clark, Public Works Foreman, Rico Guindon, ORO

1. Call to Order and Mayoral Comments

2. Adoption of the Agenda

Resolution No.: 26/062

Moved by: Councillor Newell

Seconded by: Councillor Cartner

Be it resolved that the March 24th, 2026 agenda be adopted as circulated.

CARRIED

3. Declaration of Pecuniary Interest/Conflict of Interest

None noted

4. Draft Budget Presentation

The 2026 Draft Budget was presented for the first review. Malorie will bring the recommended amendments back to Council once completed.

5. In-Camera

None

6. Adjournment

6.1. By-Law 2026-013 Confirming By-Law

Resolution No.: 26/063

Moved by: Councillor Church

Seconded by: Councillor Cartner

Be it resolved that By-law No. 2026-013 being a by-law to confirm the certain proceedings of Council for the Corporation of the Town of Latchford for its Council Meeting held on March 24th, 2026 be read a first, second, third time and finally passed by the Council of the Corporation of the Town of Latchford.

CARRIED

6.2. Motion to Adjourn

Resolution No.: 26/064

Moved by: Councillor Cole

Seconded by: Councillor Newell

Be it resolved that the Council of the Town of Latchford hereby adjourns its special meeting at 7:59 p.m.

CARRIED

Sharon Gadoury-East, Mayor

Malorie Robinson, Clerk



Northern Hospice Care
Soins hospices du nord

Our Vision

- A 4–5 bedroom residential hospice including accommodations for family & friends
- Respectful and dignified end-of-life care to patients from Temagami to Earlton and between Elk Lake and Temiskaming Shores
- Model of excellence for end-of-life care in Northern Ontario

How do we achieve this?

- Developing strategic partnerships with stakeholders and community members while working collaboratively with regional health services
- Seeking sustainable funding opportunities

- Maintaining high standards of efficiency, transparency and credibility

How can you help?

- Volunteer as a board member or assist with fundraising events
- Participate in our survey in person or online
- Have “the talk” with family members and healthcare professionals... make your final wishes clear.

Hospice Care Homes: Compassionate Support for Life’s Final Journey

Hospice care homes provide a serene and supportive environment for individuals facing life-limiting illnesses. These specialized facilities focus on compassionate, patient-centered care that prioritizes comfort, dignity, and quality of life.

A dedicated team of healthcare professionals — including doctors, nurses, social workers, and volunteers — works collaboratively to manage pain and symptoms, offer emotional and spiritual support, and assist with daily activities.

The goal is to ensure patients can spend their final days in peace, surrounded by loved ones, in a setting that feels like home.

Hospice homes also provide respite services for caregivers, educational opportunities for

medical students, and bereavement support for families.

By fostering a community of care and understanding, hospice care homes help individuals and families navigate the end-of-life journey with grace and compassion.

Get in touch with us

Follow us on Facebook



Complete our survey



Contact us by email:
northernhospicecare@gmail.com





Northern Hospice Care
Soins hospices du nord

Notre vision

- Un hospice résidentiel de 4 à 5 chambres incluant des installations pour la famille et les proches
- Des soins de fin de vie respectueux et empreints de dignité pour les patients de Temagami à Earlton, et entre Elk Lake et Temiskaming Shores
- Un modèle d'excellence en soins de fin de vie dans le Nord de l'Ontario

Comment y parvenons-nous?

- En développant des partenariats stratégiques avec les intervenants et les membres de la communauté, en travaillant de façon coopérative et collaborative avec les services de santé régionaux
- En recherchant des sources de financement durables

- En maintenant des normes élevées d'efficacité, de transparence et de crédibilité

Comment pouvez-vous aider?

- Faire du bénévolat en tant que membre du conseil d'administration ou lors d'activités de prélèvements de fonds
- Participer à notre sondage en personne ou en ligne
- Avoir « la discussion » avec les membres de votre famille et les professionnels de la santé... et préciser clairement vos volontés de fin de vie

Maisons de soins palliatifs : Un soutien empreint de compassion pour le dernier parcours de la vie

Les maisons de soins hospices offrent un environnement paisible et bienveillant aux personnes atteintes d'une maladie limitant l'espérance de vie. Ces établissements spécialisés mettent l'accent sur des soins compatissants et centrés sur le patient, en priorisant le confort, la dignité et la qualité de vie.

Une équipe dévouée de professionnels de la santé — incluant des médecins, des infirmières, des travailleurs sociaux et des bénévoles — travaille en collaboration afin de gérer la douleur et les symptômes, offrir un soutien émotionnel et spirituel, et aider dans les activités quotidiennes.

L'objectif est de permettre aux patients de vivre leurs derniers jours dans la paix, entourés de leurs proches, dans un environnement qui ressemble à un chez-soi.

En plus des soins aux patients, les maisons de soins hospices offrent souvent des services de répit pour les proches aidants, des occasions d'apprentissage pour les étudiants en médecine et un soutien au deuil pour les familles.

En favorisant une communauté empreinte de bienveillance et de compréhension, les maisons de soins hospices jouent un rôle essentiel en aidant les personnes et leurs familles à traverser la fin de vie avec grâce et compassion.

Communiquez avec nous

Suivez-nous sur Facebook



Remplissez notre sondage



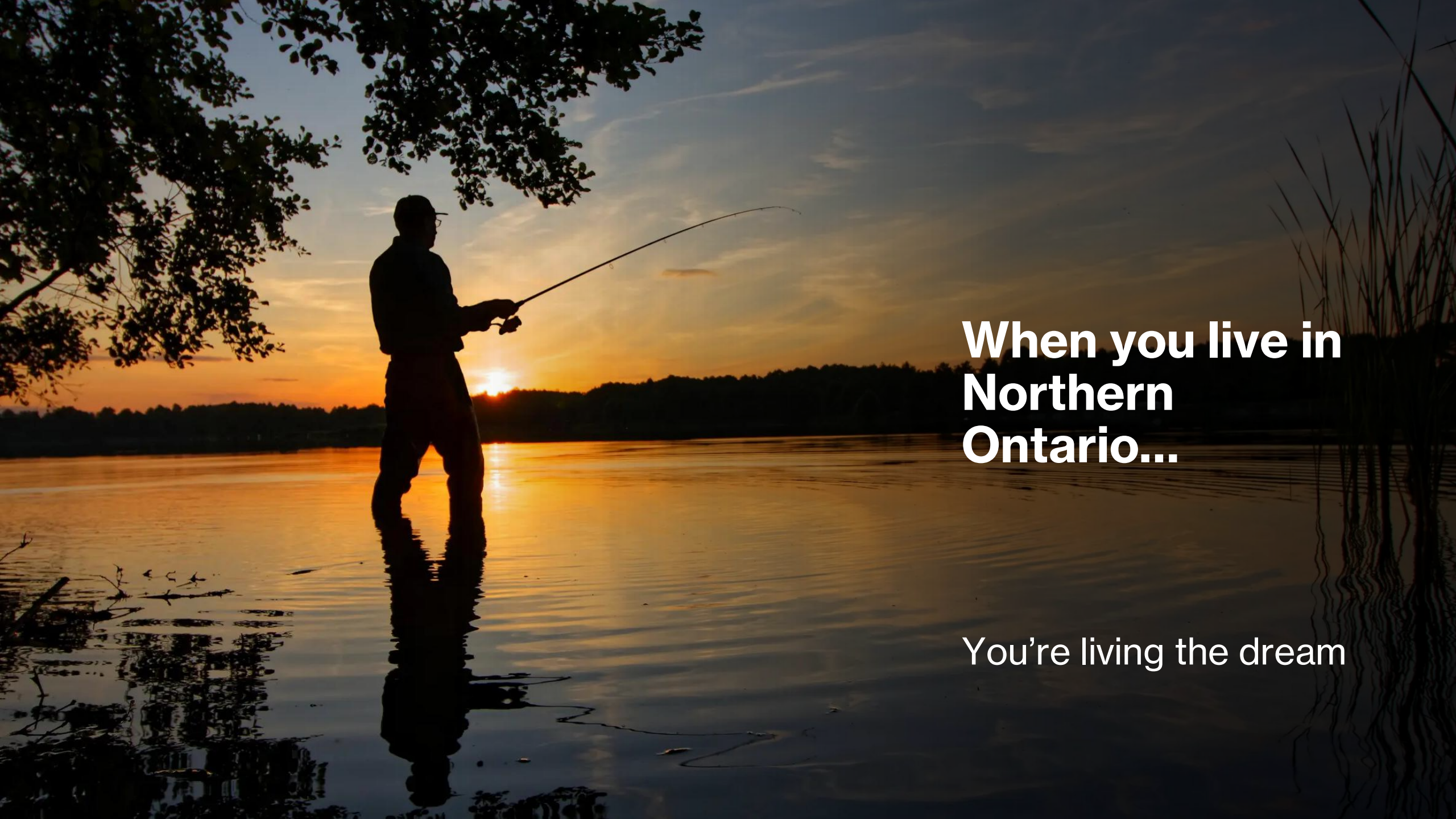
Contactez-nous par courriel :
northernhospicecare@gmail.com



Northern Hospice Care

Soins hospices du nord

...an end-of-life option
for South Temiskaming

A silhouette of a person fishing in a lake at sunset. The person is standing in the water, holding a fishing rod that is bent. The sun is low on the horizon, creating a warm orange glow. The water is calm, reflecting the sunset and the person. There are trees on the left and right sides of the frame.

**When you live in
Northern
Ontario...**

You're living the dream

But dying here...we need to talk about that

According to statistics from Buffam Funeral Home's website, on average, **17 people** die per month, locally.



Option 1 for end-of-life care - Home

- Home might be your house or apartment, your room in a long-term care facility
- A study by the Institute for Clinical Evaluation Sciences published in February 2018 shows almost 70% polled, wished to die at home.
- Reality – over 60% of deaths still occur in the hospital

Impediments to Dying at Home

Insufficient number of
personal support workers

Inability of caregivers
(family and friends)

Patient's lack of awareness
of end-of-life reality

Option 2 is End-of-Life in Hospital

ADVANTAGES



Palliative Care Suite is a wonderful setting with lots of space for visitors



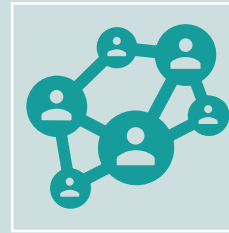
Medical assistance is immediately available

DISADVANTAGES

- ❖ Just the one room
- ❖ Nursing staff is responsible for the whole ward of patients and not always able to spend extra time with anxious patients and/or their family
- ❖ It's not home – familiar sights, sounds, smells

Option 3 - Residential Hospice

The nearest hospice is in
North Bay – Nipissing
Serenity Hospice – a 10 –bed
facility serving all of North
Bay and surrounding area.



Our goal is to build or buy an existing building to serve as a hospice within the boundaries of Temagami (S) Earleton (N), Elk Lake (W) and Temiskaming Shores (E).



Including all the rural townships and towns in this catchment area, we'd be serving a population of about 17,500.



- Comfortable, homey, large bedrooms
- Meditative, serene outdoor space
- Family pets always welcome

Our Vision

Our Vision cont'd.



- Communal space for patients and visitors – card-playing, coffee and pastries, working on the laptop, etc.
- Additional space to accommodate day care respite for caregivers.
- **Mythbuster** – patients in hospice generally live longer than those at home or in hospital and are not restricted to their rooms.

A Few Interesting Facts...

- The cost to patient staying in hospice is free
- The cost to the taxpayer for a patient's stay in hospice opposed to hospital stay is about 1/3 the cost (per diem approx. \$460 vs \$1,200)
- There is more one-on-one care for hospice patients due to staff, family and friends, and hospice volunteers as opposed to a hospital setting
- Grief counselling readily available in hospice
- Not only do patients tend to live longer with a better quality of end-of-life but on rare occasions, some patients have actually returned home after a hospice stay!

Where do YOU come into the picture?

- PARTNERSHIP
 - In-kind assistance such as discounted rental fees for facilities
 - Collaboration on grant initiatives at any level of government
 - Heads up on potential properties (tax arrears)



Hospice Facility Flexibility

MUST HAVES

- 4-5 bedrooms
- Storage space
- Ample parking
- Non-residential location
- Commercial zoning

UNDETERMINED

- Location
- Retrofitting an existing building
- Building new
- Capacity for sustainability

Thank you so much for your attention!



Contact Us At

northernhospicecare@gmail.com

(705) 628-2070 (Chris)

Facebook Page Northern Hospice Care/Soins
hospices du nord

P.O. Box 1755 New Liskeard, ON P0J 1P0



Corporation of the Town of Latchford

Staff Report to the Mayor and Members of Council

Prepared By	Roger Clark, Public Works Foreman
Approved & Submitted By	Malorie Robinson, CAO/Clerk-Treasurer
Title/Subject	Public Works & Environmental Services Report
Date of Report	April 8 th , 2026
Date of Meeting	April 14 th , 2026
Report No.	PW-2026-03

Recommendation:

That Council receive Staff Report No. PW-2026-03 entitled “Public Works & Environmental Services Report”.

Winter Operations Update:

The end of March and beginning of April have been focused on continued snow plowing and snowbank management. At this stage of the season, snowbanks have reached their maximum manageable limits, and the wing plow is no longer able to push them back further.

Bringing in additional heavy equipment to remove snowbanks is not recommended. With spring approaching, this would not be a cost-effective or responsible use of municipal resources. Staff will continue to monitor conditions and manage remaining snow as needed.

Equipment Maintenance:

Staff have requested pricing to replace the main arm on the plow wing. The trip spring has weakened, welds are beginning to fail, and the metal shows signs of fatigue. While temporary repairs have been completed, replacement may be required if deemed cost-effective.

Any associated costs would be allocated within the existing equipment maintenance and repair budget and are not expected to impact the overall budget.

Spring Operations Preparation:

Public Works will begin transitioning to spring operations, including:

- Preparing street sweepers and attachments for seasonal cleanup
- Coordinating with a local contractor to assist if municipal equipment is insufficient to manage sand accumulation

Road Conditions & Load Restrictions:

This winter has had a noticeable impact on municipal roads. Increased surface cracking has been observed, and staff anticipate a higher occurrence of frost heaves during the spring thaw.

The implementation of seasonal load restrictions (5-ton per axle) remains under consideration. Historically, most contractors voluntarily reduce loads during thaw conditions to minimize road damage.

Drainage & Flood Monitoring:

Latchford's drainage system continues to perform well; however, due to large snow accumulations, localized water runoff on roads is expected during melt conditions.

Staff will:

- Monitor areas prone to water accumulation
- Clear snow from ditches where required
- Address problem areas as they arise

Roads without ditching infrastructure will be managed as best as possible within existing limitations.

Facilities & Infrastructure Updates:

- A new sump pump has been installed at the municipal museum. The previous unit remains operational and has been retained as a backup.
- Staff anticipate increased requests from residents for temporary sump pump loans during the spring melt period.

Fire Department Equipment:

All fire vehicles underwent annual safety inspections in March and passed with only minor repairs required. The fleet remains in good working condition.

New washer and dryer units have been received and will be installed shortly at the recreation facility. These were purchased from funding received to help eliminate toxic carcinogens fire fighters are exposed to.

Waste Management & Recycling:

Recycling volumes have declined over the winter months, likely due to accessibility challenges caused by snow and ice. It is anticipated that participation will improve with the arrival of warmer weather.

New electronics recycling bins have been installed at the landfill site. Smaller items are stored in the designated container, while larger items are stored externally. Increased pickup frequency has been arranged to ensure the system operates efficiently. Staff will monitor the use of this program.

Conclusion:

Public Works staff continue to manage seasonal challenges effectively while preparing for the transition into spring operations. Ongoing monitoring of road conditions, drainage, and infrastructure will remain a priority to ensure service levels are maintained and municipal assets are protected.

Attachments:

None

Title	Name	Signature	Date
Public Works Foreman	Roger Clark		April 8 th , 2026



Corporation of the Town of Latchford

Staff Report to the Mayor and Members of Council

Prepared By	Malorie Robinson, CAO/Clerk-Treasurer
Approved & Submitted By	Malorie Robinson, CAO/Clerk-Treasurer
Title/Subject	Website Development
Date of Report	April 9 th , 2026
Date of Meeting	April 14 th , 2026
Report No.	CAO-2026-05

Recommendation:

Be it resolved that Council receive Staff Report No. CAO-2026-05 entitled “Website Development”;

And that Council approve proceeding with the development of a new municipal website using the Govstack CMS platform at a one-time cost of approximately \$13,190 and an annual subscription of \$4,697.

And further, that staff be directed to begin implementation and content development.

Purpose:

The purpose of this report is to outline the benefits of developing a modern municipal website for the Town of Latchford using Govstack, and to demonstrate how comparable municipalities are leveraging their websites to improve communication, service delivery, and resident engagement.

Background:

The Town of Latchford currently has limited digital capacity to provide residents with timely information, online services, and centralized communication.

Govstack, a platform designed specifically for municipalities, provides a scalable website solution with built-in tools such as content management, event calendars, alerts, and online forms.

The quote provided includes:

- One-time implementation: \$13,190
- Annual subscription: \$4,697
- 36 month term

The platform can be fully deployed within approximately 4 months from project kickoff.

Benefits of a Municipal Website:

Improved Communication & Transparency

A municipal website provides a centralized hub for:

- Council agendas and minutes
- Public notices and emergency alerts

- News updates and service disruptions

Govstack includes alert banners, subscriptions, and automated notifications to keep residents informed in real time

Enhanced Resident Engagement

Modern municipal websites allow residents to:

- Subscribe to updates
- Submit feedback or service requests
- Access community events and programs

Govstack includes integrated calendars and public event submissions, helping to build a stronger sense of community.

Online Service Delivery (24/7 Access)

Residents increasingly expect to access services online. Govstack supports:

- Online forms and applications
- Payment processing (optional add-ons)
- Status tracking and automated responses

Digital service delivery can significantly reduce administrative workload and improve service efficiency.

Operational Efficiency & Cost Savings

According to Govstack materials, online services can reduce inquiry costs from several dollars per interaction to just cents per online request.

Additional efficiencies include:

- Reduced phone and in-person inquiries
- Streamlined internal workflows
- Centralized information management

Ease of Use for Staff

Govstack is designed for non-technical users and includes:

- Drag-and-drop site builder
- Pre-designed templates
- Training webinars and knowledge base access

This allows staff to maintain the website internally without ongoing reliance on external developers.

Security, Accessibility & Compliance

The platform includes:

- Hosting on Microsoft Azure with disaster recovery and high availability
- SSL encryption and cybersecurity protections
- Accessibility compliance (AODA/WCAG standards)

This ensures the Town meets modern legislative and security expectations.

Scalability for Future Growth

Govstack is modular, allowing the Town to expand over time with:

- Citizen portals
- Online payments
- Additional service integrations

This ensures the platform can grow alongside the municipality without requiring a full rebuild.

Municipal Comparisons:

The following municipalities demonstrate how effective websites support communication and service delivery:

- City of Temiskaming Shores
- Town of Kirkland Lake
- Township of Centre Wellington
- Town of Parry Sound

Financial Implications:

Year 1 Total: \$17,887 (implementation + subscription)
Ongoing Annual Cost: \$4,697 (plus potential increases)

2025 Website cost was \$3,116.06

Risks of Not Proceeding:

- Continued reliance on outdated communication methods
- Increased staff time responding to inquiries
- Reduced transparency and accessibility for residents
- Missed opportunities for digital service delivery

Attachments:

Quote from GovStack

Title	Name	Signature	Date
CAO/Clerk-Treasurer	Malorie Robinson		April 9 th , 2026



govstack™
By GHD Digital

Transform how you connect with your community

Part 4

PRODUCTS & SERVICES

Products & Services

	Name	Billing Frequency	Quantity	Unit Price	Total
1	Govstack CMS Starter - Implementation	One-Time	1	CA\$13,190.00	CA\$13,190.00
2	Govstack CMS Starter - Subscription	Annually	1	CA\$4,697.00 / year	CA\$4,697.00 / year
Annual subtotal					CA\$4,697.00
One-time subtotal					CA\$13,190.00
Total					CA\$17,887.00

Customer: Town of Latchford
Contact: Malorie Robinson, CAO/Clerk-Treasurer, mrobinson@latchford.ca, 7056762416
Address: , Ontario, Canada P0J 1N0

License Term: 36 months
Payment Terms: Net 30 days, CAD*Applicable taxes and annual increase the greater of 5% and Inflationary Index not included
Quote Expiry Date: March 13, 2026

Additional Terms:

Questions? Contact me



Peter Gingrich
Senior Account Manager
peter.gingrich@ghd.com
+16132881730

Statement of Work

1. Govstack Starter Plan (CMS + Events)

- o Implementation:

This service provides the implementation of a new Govstack website with Content Management System (CMS) and Events functionality, based on the selected theme's default layout.

Scope:

Installation and Configuration: Installation and basic configuration of a new Govstack website utilizing the default layout of the client's chosen theme.

Local Identity Management: Configuration of Govstack's local identity management system for user accounts, providing single sign-on access to all Govstack applications. (Note: Azure AD integration for SSO is available as a separate AddOn.)

Delivery Coordination: Includes a kickoff meeting, a post-training meeting, and a closeout meeting to facilitate communication and project management.

Sample Sitemap and Navigation Tips: Provision of a sample sitemap from a similar organization and a tip sheet outlining best practices for site navigation.

Pre-recorded Training Video: Access to a pre-recorded "Writing for the Web" training video.

Training Webinars: Unlimited registration for regularly scheduled Govstack training webinars for users within the client's organization domain.

Knowledge Base Access: Access to the Govstack online Knowledge Base, containing product documentation and resources.

Go Live Activities: Support for go-live activities, with the website launch scheduled within four (4) months of the project kickoff meeting.

Exclusions:

Custom design or layout modifications beyond the selected theme's default.

Content creation or migration for the website.

Integration with third-party systems (except for optional Azure AD SSO).

On-site training or support (all training is virtual or via the Learning Centre).

Customization of the training webinars.

Go-live activities occurring beyond four (4) months of the kickoff meeting.

Deliverables:

A new Govstack website with CMS and Events functionality, based on the selected theme's default layout.
Configured local identity management system.
Sample sitemap and site navigation tip sheet.
Access to the pre-recorded "Writing for the Web" training video.
Access to regularly scheduled Govstack training webinars.
Access to the Govstack online Learning Centre.
Support for go-live activities within the specified timeframe.
Assumptions:

The client will select a website theme from the available Govstack options.
The client will provide necessary information for website setup and configuration.
The client will manage their own content creation and migration.
The client will utilize the provided training resources.
The client will be ready for go-live within four months of the kickoff meeting.
Note: This implementation plan provides a foundational Govstack website with CMS and Events capabilities, leveraging a theme-based approach and offering comprehensive training resources to get you started.

2. Govstack Starter Platform:

- Use of GHD Govstack SSO for user accounts, enabling single identity access to all Govstack applications.
(Azure AD integration for Single Sign-On (SSO) is available as an add-on service.)
- Maximum of 20 MAU (Monthly Active Users)
- 50GB of storage (shared across all applications)
-Restrictions may apply to compatible add-ons with this subscription tier.

CMS:

- Website Theme
- Content Management
- Site Builder
- Google Search (3rd party fees apply)
- News & Subscriptions

Events:

- 2 Calendars
- Available Views: Events, Council, and Tourism
- Public Submission with approvals
- Event email notifications

Govstack Enterprise Hosting:

- Govstack is hosted in Microsoft Azure with Geographic Zones
- Azure SQL Database
- Disaster Recovery
- High Availability Infrastructure
- Resource scaling
- Microsoft Defender for Cloud
- Traffic Management and DDoS Protection with Azure Front Door
- GHD issued SSL/TLS certificates Included through Azure Managed Certificates
- All products use GHD managed certificates with 256-bit encryption. GHD does not support customer issued certificates.
- Hosting Infrastructure Certifications: ISO 27001 and PCI-DSS

Basic Support Includes:

- Up to two (2) authorized support contacts.
- Access to Knowledge Base online and ticket portal: <https://support.govstack.com/>
- 24/7 Emergency Phone Support for Priority 1 Incidents after hours

Upgrade to Premium Support for: 6 support contacts, live phone support, priority incident escalation and resolution, dedicated Account Manager & more.

Govstack – a scalable platform that puts the control into your hands

Public sector organizations need to keep pace with the demands of their residents for online information and service delivery, especially in the face of rapid community growth. They also need to provide up-to-date information, but don't always have the technical resources to do this.

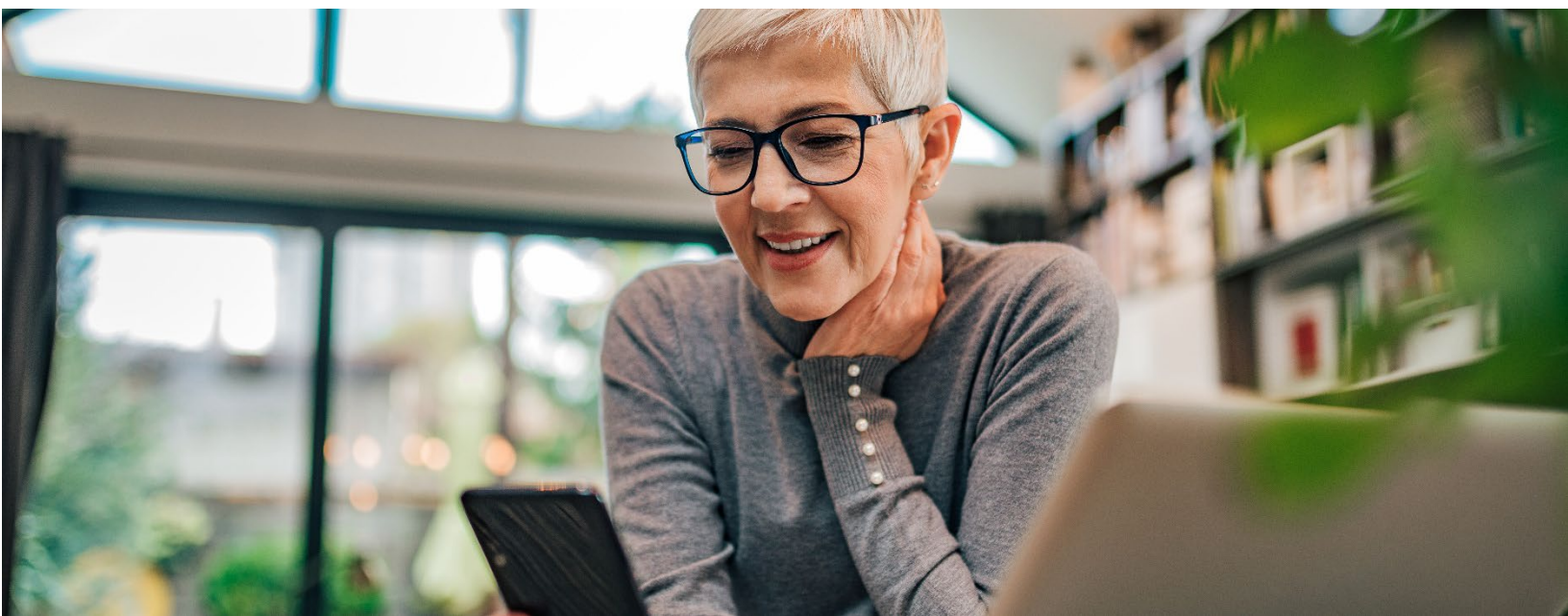
Introducing Govstack, a platform built for the public sector.

Govstack is a modular and scalable digital platform that enables you to engage, inform, serve, and connect with your community online, while cutting down on the cost and resources necessary to do so.

Govstack — Modules			
Govstack CMS™ Website content management made easy	Govstack Forms™ Conveniently deliver your municipal services	Govstack Events™ Create inclusive community interactions	Govstack Citizen Portal™ Provide personalized access to your services

A single sign-on platform with the digital tools you need to optimally serve your residents:

- **Govstack Content Management System**, a robust website CMS that puts you in control of the way your content is presented.
- **Govstack Events™**, an interactive tool to easily manage your events both paid and free. Create multiple calendars, aggregate them for a single master view, plan and publish in collaboration with other departments.
- **Govstack Forms™**, a customizable forms integration that cuts your operating costs by digitally collecting feedback, and allowing your residents to transact business online.
- **Govstack Citizen Portal™**, a personalized, citizen engagement portal that provides quick access to key information and services tailored to the unique needs of your residents, wherever and whenever they need it.





Tailored to meet your unique needs



Powerful flexible intuitive Content Management System



Self-serve CMS with low code / no code site builder



Create microsites, landing pages, control CSS and brand



Easy to update and publish content with workflows and rollbacks



Powerful and flexible Forms



Timely updates, Notification and Alerts system



Secure, reliable and WCAG AA 2.0 compliant

Why Govstack?

Grow as you go

Meeting the ever-changing demands of today's digital landscape is a challenge. Govstack is the answer to that challenge— a modern platform that puts you in control. With a list of scalable modules, we give you the flexibility to expand as your needs and budget grow, all from a single platform.

Strengthen residents trust with dynamic communications

Streamline all your communications channels into one uniquely branded platform with better integrations, interactive content layouts, automated email notifications and feedback forms, so you can increase trust and connection with your residents.

Power with one password

Centralize your systems and sites into one platform that allows users to access everything they need in one accessible, personalized place using a secure single sign-on. It's the "always-on" service your resident's demand.

Reduce your inquiry cost methods

We understand the pressures and expectations for City Council to provide faster, easier, and cost-effective services to the public. And we also recognize the labor shortages that challenge the public sector. That's why we made Govstack, a budget-friendly, value-driven platform that helps you optimize your workforce and reduce costs, while meeting the online service expectations of your community.



Explore the platform

General

- Microsites
- Multilingual support (English, French)
- Accessibility (AODA)
- Responsive on all devices

CMS

- Website themes
- Website advanced search
- Upcoming calendar events feed
- Events calendar
- Recent news
- News listing page
- News article detail page
- Contact Directory
- Alert banners & pop-ups
- Embedded social media feeds
- News subscriptions
- Forms

CMS Back Office (Admin view)

- CMS access with single sign-on
- Site builder
- Preview mode editable across multiple device screens
- Calendar events widget
- News widget
- News article
- News subscriptions
- Alerts
- Contact Directory management
- Landing pages
- Search engine optimization (SEO)

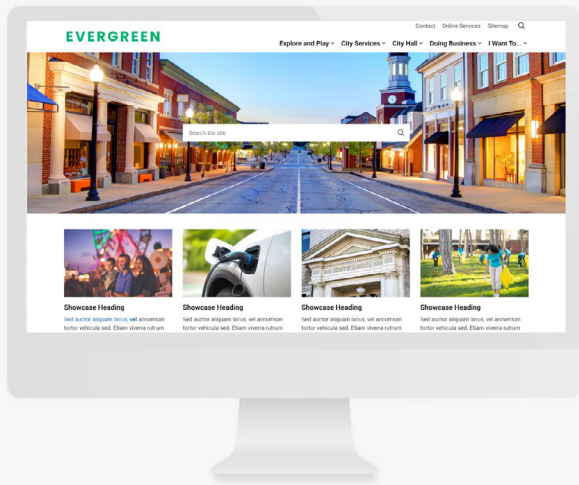


Govstack packages to fit your needs and budget

Feature	Govstack Standard	Govstack Premium	Govstack Enterprise
Platform	Single sign-on (SSO) up to 50 monthly active users (MAU)	- SSO up to 100 MAU - Flexible branding design changes (CSS)	SSO with custom # MAU
CMS	- Website theme - Content management - Site builder - Google Search - News & Subscriptions - GHD issued SSL/TLS certificates	- Standard package + - Secured pages - Design access	N/A
Events	2 Calendars 2 views (Events, Council, Tourism etc.) - Public Submission with approvals - Event email notifications - eScribe (+ 3rd party fee)	- Standard features + 5 Calendars 3 views (Events, Council, Tourism etc.) - Registration with eCommerce - Aggregate calendar	N/A
Forms	30 forms 20,000 submissions - Reports - Workflows - Status tracking *eCommerce (add-on)	- Standard features + 100 Forms 40,000 submissions - eCommerce - Fillable PDF generation - Administrative workflow pages	- Custom # submissions based on population - Approvals
Citizen Portal	Add on	Add on	Add on

govstack™

CMS



Key benefits



Community engagement

Keep your residents up to date about emergencies, service announcements, and important news. Foster a sense of belonging by keeping your residents plugged in on everything your community has to offer.



Flexibility and control

Empower your team with an easy-to-use CMS that offers attention-grabbing designs that ensure your content is fresh, engaging and is responsive on any device.



Website design

Take advantage of our easy-to-use site builder and a selection of beautifully designed themes to make your community and brand stand out. Change logos, colours, spacing, fonts and backgrounds or add CSS and JavaScript for virtually limitless customizations.

Introduction

The Govstack SaaS Platform is a modular, scalable digital ecosystem built specifically for public sector organizations like yours, and the stakeholders you serve. It is centered around a powerful website builder and content management system (CMS) that evolves and grows to meet the changing needs of your organization and community. Govstack provides all the tools you need to better inform, engage, serve and connect with your residents online.

Product overview

A flexible and robust content management system and website builder that gives you easy control of your website content, page layouts, navigation, and online presence. Its intuitive design means that no technical skills are needed to use it. Your team will have tools they need to keep site content current and to maintain a stunning, professional website. And Govstack lets us build and design your site in a fraction of the time.

“

We wanted a company with expertise in the area of municipal website creation and we were impressed with what GHD Digital did for other websites in our county.

– **Chad Ingram,**
Communications Coordinator,
Algonquin Highlands

Citizen experience

News & alerts

Create and post news articles tied to specific categories such as community news, city council decisions and more. Using 'alert' functionality, prominently display real-time website notifications for vital information such as emergency alerts, service disruptions and public safety issues.

News subscriptions

Optimize your communication efforts by allowing residents to opt in to receive automatic email notifications on categories and areas of interests.

Site search

Configure your Google Search functionality to search across a specified collection of pages, websites, and documents to make it easier for your residents to find what they need.

Contact directory

Provides a centralized source of contact information for various departments, offices, and personnel within a public-facing directory, making it easy for your residents to get in touch with the right person or department for their specific needs.

Social media

Amplify your social media presence and foster a more engaged online community by embedding feeds on any page from your social media accounts to allow easy sharing of content to social media platforms.

Single sign-on (SSO)

Provide your residents with a personalized experience and secure and convenient access to your online services using single sign-on.

Administration and content creation

Administration and user management

Administrators can easily manage user permissions for new and existing users to allow access to different parts of the website, different sub sites or specific types of content. They can also create different user groups designations such as administrators and editors.

Site builder

Build flexible page layouts that allow for endless combinations of components (banners, call-to-actions, galleries, landing pages) & design options to suit your needs. Give your editors control of the menu and structure of your site with the ability to add new sections or subpages and drag and drop menu items to reconfigure the navigation as needed.

Preview mode

Review and validate page updates before publishing with simulated desktop and mobile views. Ensure your website content is accurate & displays perfectly on any screen size before sharing with residents. View and edit updates in preview mode. See changes on any device size from your desktop.

Global content

Build a library of predefined content blocks that can be inserted into any page on the website. Manage common page content in a centralized place such as general contact information, quick links, hours of operation, and more.

Third-party embed

Display widgets and other external platforms and services to extend the functionality and expand the services of your website.

Component library

Give your editors access to dozens of useful components (banners, call to actions, galleries, etc.) to create engaging content that will attract more visitors.

Media, images and documents

Allow editors to upload a variety of file types including images, PDF documents, SVG files and videos to increase engagement on your website.

Media editing

Allow website editors to display, zoom, crop, and resize images (from a selection of pre-set aspect ratios) for optimal presentation within the website content.

Reusable page templates

Give editors the ability to save any page template build using the Site Builder for reuse by other.

Website design

Design control

Customize the look and feel of your website by accessing an intuitive no-code user interface that makes it easy to change logos, colours, spacing, fonts, and backgrounds. Save time, ensure consistency, and reinforce your brand with a selection of beautifully designed themes that showcase your community at its best. Further customize the look and feel of your website within your chosen theme.

Landing pages

Build dedicated pages to highlight and promote events, campaigns, and initiatives with specific URLs to help direct visitors to registration or event information.

Analytics & search optimization

Sitemap

Take control of your pages with an auto-generated XML sitemap to help with search engine indexing, hide specific pages from search engines and specify page priority & frequency options.

Google analytics

Access your website analytics to monitor visitor behavior to provide a more efficient government website that delivers effective services, engages citizens, and meets the needs of the community it serves.

SEO

Enhance your municipal websites search engine visibility with specific page titles, descriptions and URLs to help boost page rankings, and make your site easier to find.

Social media targeting

Allows for easy setup of Facebook and X tracking pixels to facilitate conversion tracking, custom audience creation, lookalike audience expansion, ad optimization, and dynamic ads on social media platforms.

Microsites

Manage multiple microsites from the same domain with your CMS to easily update your economic development, tourism, transit, or municipal website, etc. Shared media and users between websites. Brand microsites using different theme layouts, so they stand out from your primary website.

Secured pages

Create password-protected content on your public-facing website that can only be accessed through membership, allowing for the sharing of information across departments and with regional partners.

Alternate search, Cludo

Govstack CMS also allows for integration with Cludo Search, an intelligent search solution that combines powerful analytics, insights and tools to optimize engagement by leveraging data collected from visitors' search behavior to transform and personalize the search experience and provide more targeted content.

Elevate your Govstack CMS™ with:



Govstack Forms

A customizable forms integration that significantly cuts your service delivery costs by digitally collecting feedback and payments, and allowing your residents to transact business online.

[LEARN MORE](#)



Govstack Events

An interactive tool to easily manage communications for your events, both paid and free. Create multiple calendars, aggregate them for a single master view, plan and publish in collaboration with other departments.

[LEARN MORE](#)



Govstack Citizen Portal

A personalized, citizen engagement portal that provides quick access to key information and services tailored to the unique needs of each resident, wherever and whenever they need it.

[LEARN MORE](#)

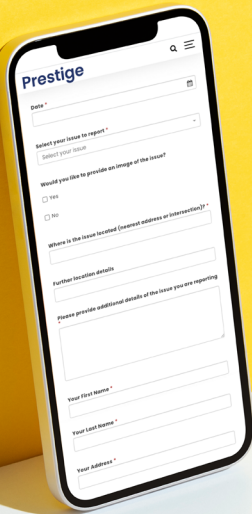
Want to learn more?

→ For more information on enhancing your digital presence with the Govstack CMS™, please reach out to a member of our team.



govstack™

FORMS



Key benefits



Significant reduction in cost to serve

Online service delivery reduces cost of service inquiries by as much as 98%, from \$6.50 for in-person, or \$4.00 for phone inquiries, to just \$0.10 per inquiry for web/online services.



Improve citizen experience & satisfaction

According to a survey of both Canadian and US residents, 70% want to register and pay for online services from wherever they are, on any device. This was cited by those surveyed as one of the most important contributors to their satisfaction with their local governments.

Introduction

The Govstack SaaS Platform is a modular, scalable digital ecosystem built specifically for public sector organizations like yours, and the stakeholders you serve. It is centered around a powerful website builder and content management system (CMS) that evolves and grows to meet the changing needs of your organization and your community. Govstack provides all the tools you need to better inform, engage, serve and connect with your residents online.

Product overview

Govstack Forms enables a new level of 24/7 digital service delivery with customizable forms integration to significantly reduce your service costs by allowing residents to register and pay for government services online. With Forms, your residents can apply and pay for services online, track the status of their orders/applications and receive email notifications to keep them updated on the status of their orders – all from the comfort of their own homes, on any device. Forms also make it easy for you to collect feedback to continually improve your services.

“

The staff, expertise, project management and range of deliverables is second to none. They were incredible.

– **Director,**
Marketing and Communications,
Kawartha Conservation

Forms creation and administration

Access control

Enforce compliance with internal policies and governance standards by ensuring that only authorized staff can edit and update forms and view response data.

Easy form and workflow creation

Govstack Forms lets you easily create new forms using existing templates or starting from scratch. Forms lets you build your own smart forms using a wide range of question types/formats, including multiple choice, dropdown menu options, checkboxes, and more to create automated workflows that mirror your internal processes.

Smart forms

Increase higher form completion rates and more accurate responses by providing an enhanced experience to residents where conditional logic will show or hide fields depending on previous answers within the form to create a more tailored process.

Custom branding

Administrators can customize the look and feel of forms with their organization's branding and logo. Add forms seamlessly into the organization's website to match the overall look and feel and ensure a consistent experience for citizens.

Workflow automation

Allow administrators to route completed forms to the appropriate internal parties and streamline processes to save your team time and resources.

Copy questions

Save time by allowing editors to copy questions from existing forms in the system, rather than having to re-enter the questions again.

Integration to Google Maps for location questions

Allow administrators to easily capture and display location data in your forms and include location-based questions, making it easy to gather information about specific locations and then display it on a map.

Library

Create, manage, and organize form templates into a library with standardized presentation and content that will help to speed up form creation and easy reuse.

Digital service delivery

ECommerce/payment processor integration

Securely collect credit card payments from residents for digital services and (for a fee) integrate into payment processors to deposit funds. (See 'Add-ons' at the end of this document for details.)

Automated status and email notifications

Set up automatic confirmation and thank you emails to registrants upon completion of a form, making it easy to keep respondents informed and engaged. Residents can then receive and view automatic updates on the status of their submissions.

PDF receipts

Automatically provide receipts in PDF format via email after processing service requests or collecting donations. Provide residents with receipts they can use for their records and tax purposes.

Responsive design

Let users view and complete forms using desktop, tablet, or mobile devices with our responsive design.

Question response validation

Prompt users to ensure that responses to questions are inputted in the correct format using built in validation, e.g., if requesting a telephone number, the user must enter it properly as xxx-xxx-xxxx. If a user enters data incorrectly, they are prompted to re-enter it in the correct format.

Tracking and reporting

Data collection

Expand your data collection capability by offering a wide variety of question types, including multiple-choice, text fields, checkboxes, date selection, file uploader, and more to provide flexibility, increase accuracy and provide your residents with an enhanced online experience.

Reports

Gain data-driven insights into the success, impact, and financial aspects of your digital service delivery to help guide decision-making by generating audit reports, response exports and financial reports such as payment details and form responses.

CSV payment details & response export

Export form information easily. Administrators can export payment details and form responses in a CSV format to enable easy analysis, organization and reporting of submission data.

Administrative status tracking

Provides a powerful status tracking feature, allowing administrators to track the status of form submissions in real-time. With this feature, administrators can easily monitor the progress of form submissions, view submission status updates, and track the overall status of their forms.

Email logging, viewing and tracking

Administrators can easily view and log any emails sent that are associated with completed forms, ensuring that they always have a record of important communication for tracking purposes.

Fillable PDF population

Administrators can easily generate PDFs from their form submissions and populate PDFs with response data, making it easy to generate reports and other types of documents based on form submissions.

Security

Cloud-based storage

All Form data is secured in the Microsoft Azure cloud so it can be accessed from anywhere, eliminating the need for physical storage space.

Data security

Data is secured with PCI Compliant Data Fortress, ensuring that data and payments are collected securely.

Web services API

Enable real-time communication between your internal systems and your online forms. Populate fields on your forms and validate data entered into forms based on your internal data sources. For example, you can check a dog tag license number for renewal before payment is collected.

Data-fetch API

Automatically extract form response data and populate your internal systems. Eliminate manual copying of form response data into internal applications to complete processing of resident requests. For example, allow your staff to process marriage license applications without having to access form response data directly.

Payment processor integration

Provides smooth and secure payments through Govstack Forms for a variety of an online services. With Forms, data is secured with PCI Compliant Data Fortress, ensuring that data and payments are collected securely.

Elevate your Govstack Forms™ with:



Govstack CMS

A flexible, robust website builder and CMS that provides easy control of all site content, navigation and functionality. Manage multiple sites (municipal, tourism, economic development) within the same CMS.

[LEARN MORE](#)



Govstack Events

An interactive tool to easily manage communications for your events, both paid and free. Create multiple calendars, aggregate them for a single master view, plan and publish in collaboration with other departments.

[LEARN MORE](#)



Govstack Citizen Portal

A personalized, citizen engagement portal that provides quick access to key information and services tailored to the unique needs of each resident, wherever and whenever they need it.

[LEARN MORE](#)

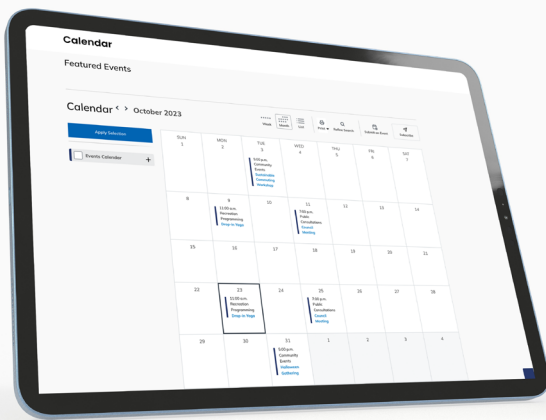
Want to learn more?

→ For more information on enhancing your digital presence with the Govstack Forms™, please reach out to a member of our team.



govstack™

EVENTS



Key benefits



Better collaboration

Create multiple calendars and aggregate in a single master view to better collaborate and organize your communications for events, council calendars and tourism outreach etc.



Increase participation

Promote events through calendar email subscriptions to help boost resident participation and registration.



Strengthen community

Create a sense of belonging by promoting events across different cultures to bring your community together and by allowing residents to submit events for approval and publishing to your website.

Introduction

The Govstack SaaS Platform is a modular, scalable digital ecosystem built specifically for public sector organizations like yours, and the stakeholders you serve. It is centered around a powerful website builder and content management system (CMS) that evolves and grows to meet the changing needs of your organization and your community. Govstack provides all the tools you need to better inform, engage, serve and connect with your residents online.

Product overview

Govstack Events is an interactive tool to help you increase resident engagement by making it easier to manage communications for your events, both paid and free. Events enables you to create and manage multiple calendars, view, plan and publish in collaboration with other departments, and inform city staff, residents, visitors, and business owners of community happenings. It also facilitates registrations and payments for calendar events.

“

GHD is always very accommodating – their team has been absolutely wonderful and patient. As we learn all the ropes, GHD has been extremely helpful and would highly recommend the company to anyone. Awesome job!

– Township of Frontenac Islands

Calendar setup

Calendar creation

Create multiple (theme-based) calendars, aggregate into a master view, and easily filter, using pre-determined categories. Each calendar view has different options that can be enabled or disabled.

Types of calendars

→ Community calendar

Enhance and showcase the vibrancy of your community by displaying listings for local events, festivals, cultural gatherings, charity initiatives, and more, while supporting local businesses, organizations, and community groups. Residents can sign up for alerts, wait lists and submit events.

→ Council calendar

Equip your residents with accurate information about ongoing projects, policies, and issues being discussed by your city council by presenting council events with associated minutes and documentation. Easy eScribe integration is also available subject to third-party fees.

→ Tourism calendar

Give your tourism industry a boost by attracting more visitors through the promotion of cultural, sports, and recreational events as well as local fairs, concerts, exhibitions, and sporting events.

Event categorization

Assign categories to your events (festivals, business development, workshops and programs, health, and wellness, etc.) to make it easier for residents to filter and display events based on their interests.

Combined calendar view

Aggregate multiple calendars into a single master calendar view to help display multiple calendar content in one place for easy access and ease of event management and to better manage resources and avoid overbooking events.

Event administration

Event submissions and approvals

Give your community members (city staff, residents, business owners) an easy way to promote their own events and activities (with registration and payments) without having to set up their own website. Once an event is submitted, the calendar administrator gets a notification of a new event for their review/approval. Once approved, the administrator can publish the event to the appropriate calendar.

Recurring events

Establish a cadence for recurring events such as council meetings, community programs, cultural events, seasonal activities and more and for exceptions such as statutory holidays.

Question library

Setup series of questions for reuse when setting up registrations for new events. Speed up the creation of new event registration forms to save time and the costs associated with administration.

Customized email alerts

Keep your residents up-to-date with email alerts regarding the events for which they have registered.

Reporting

Gain data-driven insights through financial and attendance reports to measure the success, impact, and financial aspects of your events and to help guide decision-making and improve future event planning and execution.

Event registration

Paid registration

Maximize your community fundraising projects, charities, or social services, and help offset expenses related to venue rental, equipment, staff, marketing, and materials with an integration that allows for deposit of funds and easy payment processing.

Capacity limits

Ensure your events are well attended and do not exceed regulated numbers by setting attendee thresholds and providing a waiting list option that sends notifications when openings occur.

Registrant types

Establish and accommodate multiple registrant categories with matching pricing structure (adult, child, senior, etc.) to ensure maximum accessibility across demographics while keeping organizers informed on attendee profiles.

Group registration

Encourage organizations and institutions to register as groups.

Event promotion

Event subscriptions

Maximize your promotional efforts with email subscriptions your residents can select for updates geared to their interests.

Social media

Amplify the reach of your audience by allowing your events to be shared through email and on social media through the efforts of city staff, event organizers, residents and visitors.

Attendee experience

Event notification reminders

Ensure event registrants are reminded to attend events and are updated about event changes via notification emails.

Waiting lists

Allow attendees and residents to sign up to a waiting list for an event that is fully booked. If a spot becomes available, waiting list registrants will receive notification of the newly available opening(s) for the event.

Search

Allow city staff and residents to easily search for and find events in different calendars using key words, dates, locations, categories, etc.

Add to calendar

Allow attendees to download and add events to their personal calendars.

(continued →)

Location map

Make it easy for your residents and visitors to find events with a Google map that displays the location of the event.

Quick view

Hover over calendar items for a quick view of specific events or click on an event to view details for information on items such as title, host, description, contact, location, address, email, website, attachments, and images.

Printer friendly view

Allow your residents to print out monthly or weekly schedules to help them plan for events.

Mobile friendly

Govstack Events is delivered with a responsive design approach that allows users to access calendars and event registrations on desktop computer, tablets, and smartphone.

Paid add-ons →

3rd Party Integrations

Integrate with 3rd party applications and tools such as Theatre Manager (box office, donor management – multi-use patron-based system) and more.

eScribe Integration

Increase transparency for your residents by syncing council meetings and event data into your Govstack events calendar and by creating council meeting notes in eScribe and making it available to the public via your council calendar.

Payment Processor Integration

Add a payment option for paid events that integrates with a payment processor (Moneris, Paymentus, Bambora, etc). Use your preferred payment processor to deposit funds into your bank accounts.

Elevate your Govstack Forms™ with:



Govstack CMS

A flexible, robust website builder and CMS that provides easy control of all site content, navigation and functionality. Manage multiple sites (municipal, tourism, economic development) within the same CMS.

[LEARN MORE](#)



Govstack Forms

A customizable forms integration that significantly cuts your service delivery costs by digitally collecting feedback and payments, and allowing your residents to transact business online.

[LEARN MORE](#)



Govstack Citizen Portal

A personalized, citizen engagement portal that provides quick access to key information and services tailored to the unique needs of each resident, wherever and whenever they need it.

[LEARN MORE](#)

Want to learn more?

→ For more information on enhancing your digital presence with the Govstack Events™, please reach out to a member of our team.



Expenses by Vendor March 5th - April 9th			
Vendor	Amount	Vendor	Amount
1054642 ONTARIO INC O/A TRI-TOWN W	141.93	MESSER CANADA INC	468.07
BENSON AUTO PARTS	150.72	MINISTER OF FINANCE	7,219.19
BREAULT'S DISCOUNT WAREHOUSE	79.09	MPAC	2,964.77
BROKERLINK INC.	186.00	NORTHEASTERN CATHOLIC DISTRICT SC	14,769.00
CGIS CENTRE	1,031.15	NORTHEASTERN PUBLIC HEALTH	1,748.31
CLEANFLOW UTILITY SUPPLY COMPANY	6,174.81	NORTHERN INDUSTRIAL & ENVIRONMEN	433.08
CONS. SCOL. CATH. DE DIST. DES GRAN	33,938.00	NORTHERN ONTARIO FASTFREIGHT	237.30
CONS. SCOL. PUBLIC DU NORD-EST DE L	5,556.00	Ontario Door Services	372.90
CO-OPERATIVE REGIONALE	741.53	ONTARIO NORTHEAST DISTRICT SCHOOL	54,574.00
DTSSAB	12,551.00	ONTERA	8.04
EBERT WELDING LTD.	80.55	PIONEER DIESEL 2008 LTD	1,820.85
ENCOMPASSIT.CA	167.24	PSD CITYWIDE INC.	2,733.31
FONOM	176.40	TESTMARK LABORATORIES LTD.	1,508.59
GRANT HOME HARDWARE	732.08	The Royal Canadian Legion	95.00
HYDRO ONE NETWORKS INC.	15,751.13	TRI-TOWN AUTOMOTIVE & IND.	10.06
JANIX CORP.	447.92	WSIB	583.65
Manulife Financial	3,239.57	WYATT IMAGE SOLUTIONS INC.	65.82
AP Subtotal	170,757.06	Payroll Subtotal	56,576.24
Total AP & Payroll			227,333.30



March 31, 2026

The Right Honourable Mark Carney
Prime Minister of Canada
Office of the Prime Minister
80 Wellington Street
Ottawa, ON K1A 0A2

The Honourable Doug Ford
Premier of Ontario
Legislative Building
Queen's Park
Toronto, ON M7A 1A1

Ensuring Equitable Access to Housing, Enabling Infrastructure Funding for Northern Ontario Municipalities

Dear Prime Minister and Premier,

On behalf of the Federation of Northern Ontario Municipalities (FONOM), I am writing to acknowledge the recent Canada–Ontario partnership to increase housing supply and improve affordability through investments in housing-enabling infrastructure and reductions in municipal development charges.

FONOM supports the shared objective of building more homes and strengthening communities across Ontario and Canada. We recognize the importance of reducing barriers to housing development and appreciate the commitment from both levels of government to address these challenges.

However, we are writing to highlight a significant concern about the current program structure. Many Northern Ontario municipalities do not levy development charges and therefore may not be positioned to benefit from funding tied to their reduction. At the same time, these communities face some of the highest costs in the province to build homes and deliver infrastructure, including significantly higher per-kilometre costs for water, wastewater, and road systems, as well as smaller tax bases and vast geographic distances.

In Northern Ontario, growth still requires infrastructure, whether or not development charges are in place. Without access to comparable funding tools, these municipalities risk being placed at a structural disadvantage in their ability to support new housing development, attract investment, and contribute to broader provincial and national housing goals.

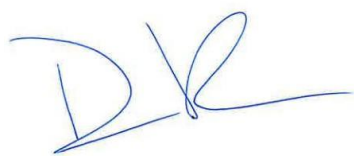
FONOM respectfully requests that both governments consider complementary funding mechanisms to ensure that municipalities without development charges are not excluded from accessing housing-enabling infrastructure investments. Ensuring equity in program design will allow all regions of Ontario to participate meaningfully in addressing the housing crisis.

Northern Ontario communities are ready to be part of the solution. With equitable support, our municipalities can continue to build homes, support workforce growth, and contribute to the long-term economic success of both Ontario and Canada.

FONOM looks forward to working collaboratively with your governments to ensure that housing and infrastructure programs reflect the unique realities of Northern communities and support growth across all regions.

Thank you for your consideration.

Sincerely,



Dave Plourde
President, FONOM

Cc'd Hon. Gregor Robertson, Minister of Housing and Infrastructure

Hon. Rob Flack, Minister of Municipal Affairs and Housing

Hon. Graydon Smith, Association Minister of Municipal Affairs and Housing

Hon. Patty Hajdu, Minister Jobs and Families and Minister responsible for FedNor

Pauline Rochefort, MP Nipissing-Timiskaming and Parliamentary Secretary Rural Development

Viviane Lapointe, MP Sudbury, Chair Northern Ontario Caucus and Member Standing Committee on National Defence

Rick Dumas, President NOMA

Christa Lowry, President ROMA

Robin Jones, President of AMO

FONOM Member Municipalities

For Immediate Release

March 31, 2026

FONOM Calls for Fair Housing Funding as Development Charge Changes Risk Leaving Northern Communities Behind

Matachewan, Ontario – The Federation of Northern Ontario Municipalities (FONOM) acknowledges the recent Canada–Ontario partnership to support housing development and infrastructure investment, including funding tied to the reduction of municipal development charges.

FONOM supports efforts to increase housing supply and improve affordability across Ontario. However, the organization is raising concerns that the current program design may unintentionally place many Northern municipalities at a disadvantage.

While the program provides funding to municipalities that reduce and maintain low development charges, many Northern communities do not levy development charges and therefore may not be positioned to benefit from this program in the same way.

“We appreciate the commitment from both levels of government to address housing affordability,” said **Dave Plourde, President of FONOM**. “However, many Northern municipalities simply do not have development charges to reduce, and at the same time face some of the highest costs in the province to build homes and infrastructure.”

FONOM noted that municipalities across Northern Ontario often experience significantly higher per-kilometre costs for essential infrastructure such as water, wastewater, and roads, while also working with smaller tax bases and greater geographic challenges.

“Growth still requires infrastructure—whether or not a municipality charges development fees,” added Plourde. “Without access to comparable funding tools, Northern communities risk being left behind in their ability to support new housing and attract investment.”

FONOM is calling on both the Province of Ontario and the federal government to ensure that housing and infrastructure programs are applied equitably across all regions.

“We are asking for fairness in how these programs are delivered,” said Plourde. “Municipalities that do not levy development charges should not be excluded from accessing housing-enabling infrastructure funding. There must be complementary funding mechanisms to ensure all communities can participate in building the housing our province needs.”

FONOM emphasized that Northern Ontario communities are ready to grow and play a key role in addressing Ontario’s housing challenges.

“Northern communities are part of the solution,” said Plourde. “With the right tools and equitable support, we can continue to build homes, attract residents, and contribute to Ontario’s long-term growth.”

Looking Ahead

FONOM remains committed to working collaboratively with all levels of government to support economic development, improve infrastructure, and strengthen Northern communities.

“Today’s budget includes several positive steps for Northern Ontario,” said Plourde. “We look forward to continuing to work with the Province and federal partners to build on this momentum and ensure our communities have the tools they need to grow and succeed.”

Media Availability

Dave Plourde, President,
Federation of Northern Ontario Municipalities
705-335-1615 | fonom.info@gmail.com

Resolution – Equitable Access to Housing and Infrastructure Funding for Northern Ontario Municipalities

Date: March 31, 2026

WHEREAS the Governments of Canada and Ontario have announced a joint partnership to invest in housing-enabling infrastructure and reduce municipal development charges to support housing affordability and supply;

AND WHEREAS this program provides funding primarily to municipalities that reduce and maintain low development charges;

AND WHEREAS many municipalities in Northern Ontario do not levy development charges and therefore may not be positioned to benefit from this program in the same manner;

AND WHEREAS Northern municipalities face disproportionately higher costs to build and maintain infrastructure, including increased per-kilometre costs for water, wastewater, and transportation systems, combined with smaller tax bases and vast geographic areas;

AND WHEREAS infrastructure investment is required to support housing development regardless of whether development charges are in place;

AND WHEREAS without access to comparable funding mechanisms, Northern municipalities risk being placed at a structural disadvantage in their ability to support housing growth, attract investment, and contribute to provincial and national housing objectives;

AND WHEREAS Northern Ontario communities are essential contributors to Ontario's and Canada's economy and must be supported to grow and thrive;

THEREFORE BE IT RESOLVED that the Federation of Northern Ontario Municipalities (FONOM) calls on the Governments of Canada and Ontario to ensure that housing-enabling infrastructure programs are applied equitably across all regions, including municipalities that do not levy development charges;

AND FURTHER BE IT RESOLVED that both levels of government establish complementary funding mechanisms or program streams to provide comparable support to Northern municipalities that are not eligible under development charge reduction frameworks;

AND FURTHER BE IT RESOLVED that FONOM distribute this resolution to its member municipalities for endorsement and forward it to the Prime Minister of Canada, the Premier of Ontario, the federal Minister of Housing, Infrastructure and Communities, the federal Minister of Finance, the federal Minister of Indigenous Services, the Ontario Minister of Finance, the Ontario Minister of Municipal Affairs and Housing, the Ontario Minister of Northern Economic Development and Growth, and the Ontario Minister of Transportation for their consideration.

Town of Whitby
575 Rossland Road East,
Whitby, ON L1N 2M8
905.430.4300
whitby.ca



March 13, 2026

Via Email

The Honourable Doug Ford
Premier of Ontario
premier@ontario.ca

Re: Request for a Comprehensive Review of the Provincial-Municipal Fiscal Framework

Please be advised that at its meeting held on March 9, 2026, the Council of the Town of Whitby adopted the following as Resolution # 41-26:

Whereas current provincial–municipal fiscal arrangements are undermining the Town of Whitby’s economic prosperity and the quality of life of its residents;
Whereas nearly one third of all municipal spending in Ontario is directed toward services in areas of provincial responsibility, with expenditures outpacing provincial contributions by approximately \$4 billion annually;

Whereas the Association of Municipalities of Ontario (AMO) has emphasized that the ongoing requirement for municipalities to fund provincial responsibilities—such as social housing, health related capital obligations, and social services—results in at least \$1.5 billion annually in net municipal expenditures for social housing alone, a problem unique to Ontario;

Whereas municipalities are further required to contribute 10% of capital funding for new provincial hospitals, diverting local revenue away from essential municipal infrastructure;

Whereas municipal revenue sources, primarily property taxes, do not grow at the same rate as the economy or inflation, yet municipalities—including the Town of Whitby—are responsible for managing major growth related infrastructure such as roads, transit, water, sewer, fire, and parks;

Whereas only 34 cents of every residential property tax dollar collected in Whitby remains with the Town, while 55 cents flows to the Region of Durham and 11 cents to school boards;

Whereas AMO has highlighted that provincial housing related revenues—including \$5.8 billion in Land Transfer Tax revenues in 2021/22, which exceeded the provincial budget plan by \$2 billion, as well as billions in HST revenue from new home construction—are not currently shared with municipalities, despite being generated by housing activity that requires significant local infrastructure investment;

Whereas AMO has stated that allocating a portion of these housing related provincial revenues to municipalities would provide a predictable, growth linked revenue stream necessary to support housing targets and the expansion of critical public infrastructure;

Whereas AMO has cautioned that proposals to reduce or limit development charges shift costs away from growth and onto existing property taxpayers, threatening the ability of municipalities to finance essential infrastructure, given that most municipal reserves are already allocated to specific projects or required for responsible asset management practices; and,

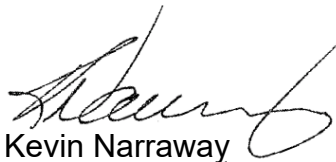
Whereas municipal staff have already identified \$2.5 million in expenditure reductions for 2026 and continue to identify efficiencies through the ongoing 2026 Core Services Review.

Therefore, be it resolved that:

1. The Council of the Town of Whitby once again calls upon the Province of Ontario to work collaboratively with the Association of Municipalities of Ontario (AMO) and Ontario Big City Mayors (OBCM) to undertake a comprehensive Social and Economic Prosperity Review to modernize and realign the provincial–municipal fiscal framework, ensuring that municipal revenues are aligned with the actual costs of today’s service delivery and growth;
2. The Town of Whitby requests that this review specifically address the \$4 billion annual gap where municipal property taxes are currently used to fund provincial responsibilities, including social housing, health, and transit, and further evaluate:
 - the \$1.5 billion annual municipal burden created by the provincial download of social housing costs;
 - the requirement for municipalities to fund 10% of provincial hospital capital projects; and,
 - the opportunity to allocate a portion of provincial Land Transfer Tax and HST revenues generated by housing activity to municipal infrastructure supporting growth.

3. The Province be urged to establish a predictable, housing linked revenue stream for municipalities that reflects the economic, social, and infrastructure demands associated with growth, including addressing the financial impacts of changes to development charges; and,
4. A copy of this resolution be forwarded to:
 - The Honourable Doug Ford, Premier of Ontario
 - The Honourable Sylvia Jones, Deputy Premier and Minister of Health;
 - The Honourable Peter Bethlenfalvy, Minister of Finance;
 - The Honourable Rob Flack, Minister of Municipal Affairs and Housing
 - The Honourable Kinga Surma, Minister of Infrastructure;
 - The Honourable Michael Parsa, Minister of Children, Community and Social Services;
 - Lorne Coe, MPP (Whitby);
 - The Region of Durham;
 - The Association of Municipalities of Ontario (AMO);
 - The Federation of Canadian Municipalities (FCM); and,
 - All Ontario Municipalities.

Should you require further information, please do not hesitate to contact the Office of the Town Clerk at 905.430.4300.



Kevin Narraway
Sr. Manager of Legislative Services/Deputy Clerk
clerk@whitby.ca

Copy: C. Harris, Director of Legislative Services/Town Clerk - clerk@whitby.ca
F. Wong, Commissioner of Financial Services/Treasurer - wongf@whitby.ca

The Honourable Sylvia Jones, Deputy Premier and Minister of Health - Sylvia.Jones@ontario.ca
The Honourable Peter Bethlenfalvy, Minister of Finance - minister.fin@ontario.ca
The Honourable Rob Flack, Minister of Municipal Affairs and Housing - minister.mah@ontario.ca
The Honourable Kinga Surma, Minister of Infrastructure - Minister.MOI@ontario.ca
The Honourable Michael Parsa, Minister of Children, Community and Social Services - MinisterMCCSS@ontario.ca
Lorne Coe, MPP (Whitby) - lorne.coe@pc.ola.org
Alexander Harras, Regional Clerk, The Regional Municipality of Durham - clerks@durham.ca
Lindsay Jones, Executive Director, Association of Municipalities of Ontario (AMO) - ljones@amo.on.ca
The Federation of Canadian Municipalities (FCM) – info@fcm.ca
All Ontario Municipalities



For Immediate Release

March 21, 2026

FONOM Board Advances Northern Priorities at Meeting in Kirkland Lake

KIRKLAND LAKE, ON – The Federation of Northern Ontario Municipalities (FONOM) Board of Directors convened in Kirkland Lake on March 20, 2026, to address key priorities impacting Northern Ontario communities, including highway safety, housing, health care, and municipal sustainability.

The Board was welcomed by **Mayor Stacy Wight**, along with **CAO Alan Smith** and **Clerk Jennifer Montreuil**, who met with FONOM members on Thursday evening to share local best practices, current challenges, and preparations for the upcoming municipal election cycle. The discussion provided valuable, on-the-ground insight into municipal governance in Northern Ontario.

“FONOM greatly appreciates the opportunity to meet directly with local leadership in Kirkland Lake,” said **Dave Plourde, President of FONOM**. “These conversations ensure that our advocacy is grounded in the real experiences of Northern municipalities and reflects the diverse challenges communities are facing.”

Key Discussions and Advocacy Priorities

During the Board meeting, members continued to advance several key advocacy files:

- **Northern Highway Safety and Capacity:** FONOM reaffirmed its strong commitment to the multi-laning of Highways 11 and 17, including twinning and 2+1 models. The Board discussed ongoing efforts to secure provincial and federal commitments and emphasized the importance of maintaining momentum on this nation-building corridor.
- **FONOM Conference 2026 – Timmins:** Preparations are well underway for the upcoming annual conference, taking place May 11–13, 2026, hosted by the City of Timmins. The event will bring together municipal leaders and partners from across the North to discuss shared priorities and opportunities.
- **Continued Advocacy Efforts:** The Board reviewed progress on Queen’s Park advocacy, federal engagement, and strategic communications efforts aimed at elevating Northern Ontario priorities on a provincial and national stage.

Presentations Inform Board Discussions

FONOM welcomed three guest presenters who provided valuable insights on critical issues:

- **Patrick Chouinard, Element5**, presented on the use of **mass timber and panelized construction** as an innovative solution to address housing shortages in Northern Ontario, including opportunities tied to the forestry sector and mining development.

- **David McNeil, President and CEO of Health Sciences North**, shared regional health care data, highlighted current and future system pressures, and emphasized the importance of collaboration across Northern hospitals. He also expressed a willingness to work closely with FONOM to support improved health outcomes across the region.
- **MP Gaétan Malette (Kapuskasing–Timmins–Mushkegowuk)** discussed federal perspectives on infrastructure and introduced his resolution supporting improvements to Northern highways, reinforcing the need for coordinated federal and provincial action.

Resolutions Reflect Municipal Priorities

The Board considered and supported a wide range of resolutions brought forward by member municipalities, addressing issues such as:

- Sustainable and equitable **policing funding**
- **Highway safety** and reclassification of Highways 11 and 17
- **Health care access**, including concerns related to laboratory services
- **Housing affordability** and homelessness
- **Municipal infrastructure pressures**, including water systems and public health levies
- **Telecommunications and connectivity**
- **Environmental and recycling policies**

“These resolutions reflect the priorities and pressures being felt across Northern Ontario,” added Plourde. “FONOM will continue to amplify these voices and work collaboratively with all levels of government to deliver meaningful solutions.”

Looking Ahead

FONOM will continue its advocacy efforts in the lead-up to the 2026 Annual Conference in Timmins and remains committed to advancing policies that support strong, resilient, and connected Northern communities.

Media Availability

Dave Plourde, President,
Federation of Northern Ontario Municipalities
705-335-1615 | fonom.info@gmail.com



For Immediate Release

March 21, 2026

FONOM Supports Provincial Highway 11/17 Safety Measures While Calling for Continued Progress

Latchford, ON – The Federation of Northern Ontario Municipalities (FONOM) welcomes the Province of Ontario’s recent announcement outlining new safety and enforcement measures along the Highway 11/17 corridor—an essential transportation link for Northern communities, industries, and Canada’s national supply chains.

The Province’s plan includes increased enforcement, expanded inspection capacity, improved signage, and continued design work for future highway improvements.

FONOM recognizes these actions as important steps that respond to long-standing concerns raised by municipalities across Northern Ontario.

“FONOM is pleased to see continued investments aimed at improving safety and reliability on Highways 11 and 17,” said **Dave Plourde, President of FONOM**. “These are important and necessary steps for northern communities that rely on this corridor every day.”

A Shared Northern Priority

Municipal leaders across Northern Ontario have consistently identified Highway 11, Highway 17, and the shared corridor as critical infrastructure requiring sustained attention, modern design standards, and ongoing investment.

FONOM continues to work alongside municipal partners and stakeholders to advance practical improvements that enhance safety while supporting economic activity and supply chain reliability.

Progress Made—More Work Ahead

While encouraged by the Province’s actions, FONOM notes that recent incidents on Northern highways underscore the importance of maintaining momentum.

“We continue to see serious collisions and highway closures across the North,” added Plourde. “While the measures announced will help, they also reinforce that more work remains to be done to ensure these highways meet the expectations of the people who use them.”

FONOM continues to advocate for:

- **Enhanced safety measures and enforcement**

- **Expanded passing opportunities**, including 2+1 and four-laning where appropriate
- **Improved rest areas and winter reliability**
- **A coordinated provincial and federal commitment** to long-term corridor improvements

A Corridor of National Importance

Highways 11 and 17 are vital parts of Canada's Trans-Canada Highway system, supporting economic development, resource industries, and the movement of essential goods across the country.

“As conversations continue, we will remain focused on supporting long-term enhancements that reflect the significance of these highways—not just to Northern Ontario, but to Canada as a whole,” said Plourde.

Looking Ahead

FONOM remains committed to working collaboratively with the Province of Ontario, the federal government, and municipal partners to advance meaningful improvements that improve safety, reliability, and economic connectivity across Northern Ontario.

“We appreciate the Province's engagement and look forward to continuing this work together,” said Plourde. “Northern municipalities are ready to be part of the solution.”

Media Availability

Dave Plourde, President,
Federation of Northern Ontario Municipalities
705-335-1615 | fonom.info@gmail.com

**COBALT PUBLIC LIBRARY
MINUTES OF THE BOARD MEETING
January 24, 2026**

1. Call to Order

Meeting called to order by Chair Mary Church at 9:34 AM

2. Attendees: Mary Church, Marilyn Lubbock, Suzanne Othmer, Tamara Fishley, Bonnie Mederak

Regrets Gary Huges, Cathy Lafoy

Members of the Public: Gretchen Roede

3. Declaration of Pecuniary Interest and the General Nature Thereof: None

4. Adoption of the Regular Meeting Agenda

Motion #2026-01

Be it resolved that the Cobalt Public Library approve the Meeting Agenda of January 24, 2026, as presented.

Moved by: Tamara Fishley

Seconded by: Marilyn Lubbock

VOTE: Carried

5. Approval of Previous Cobalt Public Library Board Meeting Minutes

Motion #2026-02

Be it resolved that the Cobalt Public Library Board approves the minutes regular meeting dated December 6, 2025, as amended.

Moved by: Suzanne Othmer

Seconded by: Tamara Fishley

VOTE: Carried

6. New Business

6.1 Treasurer Report

A report was presented up to December 31, 2025. Review of the Grants that are still outstanding, two of the outstanding grants is due to items being on backorder. Two other grants will be completed shortly. We are on track to complete the Temiskaming Foundation grants on time and have the necessary paperwork completed to submit to the Foundation.

The process of finance transition with the TOC is underway. Bonnie is working closely to code deposits and expenses correctly. We suspect this will be in a work in progress for the next couple of months.

T4s for 2025 have been completed and will be distributed. All remittances have been filed and paid.

As we work on the 2026 budget, a letter will be sent to each Town/Township with the reconciled 2025 budget, so they are able to accurately discuss and budget for their financial contribution towards the library for 2026.

6.2 CEO Report for December 2025/ January 2026

- Almost done working on cataloguing of the archival inventory downstairs. Then we can start upstairs.
- The Salvation Army for December 11 brought in 11 people for the Christmas Hamper registration.
- The Grocery Draw Tickets for December and January went well we made profit \$135.60 we were left with 22 tickets. The February draw is up and running. Total collect for Fundraising in 2025 was \$1,191.90 through our Easter Draw, Book Sales Vinyl Swap and Grocery Draw.
- The Giving Tree went very well for a first attempt. We collected 14 Seniors Gifts and 20 Children's gifts. The Temiskaming Lodge and NEOFACS was very happy with our success.
- We have our board games and a Bingo game now. Monthly or weekly events have started. We are currently making 3 D print prizes so that we may have some competitions going on. We had our first Bingo game with 3 participants.
- We sold our first 3D print Key chains it was bowling pin and a bowling ball.
- Santa and the Grinch were big hits this year we had 42 people in with a total of 22 children. We served hot chocolate and cookies while they waited for Santa. We also handed out bags of candy and a 3 D printed bookmark. Some of the families played board games while they wait other just socialized.
- We will be moving things around in our Children's section so that we can have a makerspace area for crafts and games.

- I have applied for a Planet Youth and North on Tap Grant. We were decline by North on Tap and have not heard back on Planet Youth. I have five Grants with balances outstanding. Two of them orders have been submitted just waiting on shipping.
- Total patron count for 2025 was 2702, and 2024 was 1863. We had an increase of 839 patron visits. Which means that we have a 45% increase.
- I am working with the Town of Cobalt getting all our financing switched over, it is a work in progress. Still waiting for the Town visa.
- Patron count for December was 175, last year was 165.

Motion #2026-03

Be it resolved that the Cobalt Public Library approves the Treasurer report and the CEO report as presented.

Moved by: Suzanne Othmer
VOTE: Carried

Seconded by: Marilyn Lubbock

6.3 Gretchen Roede

Presented options for the Food Bank to help Cobalt residents. Also discussed the library help with a fundraiser for the Food Bank.

6.4 Ministry of Finance Letter.

Will try locating 2021 documentation that is requested.

6.5 Final Invoice for Creative Wealth.

Reviewed invoice and approved payment.

Motion #2026-04

Be it resolved that the Cobalt Public Library approved payment to Creative Wealth for the 2025 Invoice.

Moved by: Mary Church
VOTE: Carried

Seconded by: Tamara Fishley

7. Adjournment

Be it resolved that the Regular Meeting of the Cobalt Public Library Board be adjourned at 11:04 AM.

NEXT MEETING: March 14, 2026, at 9:30 A.M.



Canadian
Heritage

Patrimoine
canadien

Jaime Allen
Clerk-Treasurer
TOWN OF LATCHFORD
10 Main Street, Highway 11
Postal Office Box 10
Latchford, Ontario
P0J 1N0

March 6, 2026

Title: Celebrate Canada Funding Application

Dear Jaime Allen:

On behalf of the Minister of Canadian Identity and Culture and Minister responsible for Official Languages, it is my pleasure to inform you that your application for funding has been approved.

A grant in the amount of \$2,375 will be awarded to help your organization carry out its activities, under the Celebration and Commemoration Program, Celebrate Canada Component. This funding will be allocated over one government fiscal year 2026-2027 and will be subject to certain terms and conditions, the appropriation of funds by Parliament, and the budget levels of the Program.

One of our program representatives may contact you in the near future to review the terms and conditions and answer any questions you may have related to this funding.

In closing, I would like to take this opportunity to wish you and the members of your organization the greatest success in your endeavours.

Sincerely,

Colin Boyd
Regional Director General
Canadian Heritage

Canada 

Debby Burrows
Box 175
Latchford ON
P0J 1N0
Call or text 705-493-6147

Town of Latchford
Box 10
Latchford ON
P0J1N0

March 20th 2026

RE: Letter of Interest

Dear Mayor Gadoury and Council:

I would like to express my interest to sit on the committee for the strategic planning of the Latchford waterfront.

After having the Chipstand at the water front for two years I was able to see what may work to attract more locals and visitors to the area.

Latchford's waterfront is already known as Latchford's best kept secret. And it's time to share our secret.

Thank you for allowing me to express my interest. I wait to hear from you.

Sincerely
Debby Burrows

Council,

I am writing to express my interest in contributing to the Town of Latchford's waterfront development project. As a retired transportation industry professional with extensive experience in contracts, auditing, and regulatory standards, I believe I can offer valuable support in areas such as project oversight, documentation review, community engagement, and process development.

Having made Latchford my home, I care deeply about the future of our community and would welcome the opportunity to assist in any capacity that supports council's vision for the waterfront. Please let me know how I might become involved or if there are upcoming meetings or committees seeking volunteers.

Thank you for your consideration.

Colleen Tresidder

Good Morning.

I am putting my name forward to join the committee if accepted. I have been a resident for almost 20 years in which I spent 12 on council and feel that I can bring a solid voice to the committee, Not only as a long term resident but as a father of 3 boys who are growing up in this community. I have many Ideas that I would be willing to share and would like to help and reengage. I hope to be successful in joining the committee.

Thanks in advance

Scott Green

**Ministry of
Municipal Affairs
and Housing**

Office of the Minister
777 Bay Street, 17th Floor
Toronto ON M7A 2J3
Tel.: 416 585-7000

**Ministère des
Affaires municipales
et du Logement**

Bureau du ministre
777, rue Bay, 17^e étage
Toronto ON M7A 2J3
Tél. : 416 585-7000



234-2026-224

April 8, 2026

Your Worship
Mayor Sharon Gadoury-East
Town of Latchford
shasonje@gmail.com

Dear Mayor Gadoury-East:

Thank you for your letter seeking clarification on the applicability of the strong mayor framework to the Town of Latchford following your municipality's decision to reduce its council size to five members.

Our government expanded strong mayor powers on May 1, 2025, to 170 additional municipalities—including the Town of Latchford—to help support shared provincial–municipal priorities such as building more homes and advancing critical infrastructure projects. When expanding the framework, we communicated that strong mayor powers apply to municipalities with councils of six or more members to preserve a balance of decision-making on council.

It is my intention to provide that councils that have reduced their council size to five members for the 2026-2030 term would be removed from the list of designated strong mayor municipalities.

This change would require an amendment to Ontario Regulation 530/22 under the Municipal Act, 2001 and would come into effect for the 2026-2030 municipal council term.

If you have questions, please contact Brandon Portelance, Municipal Advisor from the Municipal Services Office – North (Sudbury). You can reach him by phone at 705-280-0334 or by email at brandon.portelance@ontario.ca

Thank you for bringing this matter forward.

Sincerely,

A handwritten signature in blue ink that reads 'Robert J. Flack'.

Hon. Robert J. Flack
Minister of Municipal Affairs and Housing



The Corporation of the Town of Latchford

Request for Proposal

No. 2026-01

"Beach House Operations – 2026 Season"

Reference No.: RFP 2026-01
Issue Date: **April 15th, 2026**
Closing Date: April 29th, 2026 at 3:00 PM Local Time
Contact Information: Malorie Robinson, CAO/Clerk-Treasurer
T: 705-676-2416
E: mrobinson@latchford.ca

This package is for the Request for Proposal 2026-01 "Beach House Operations – 2026 Season.

Malorie Robinson, CAO/Clerk-Treasurer

The Corporation of the Town of Latchford

PO Box 10

Latchford, ON P0J 1N0

mrobinson@latchford.ca

1. Introduction

The Town of Latchford is seeking proposals from interested and qualified individuals, businesses or organizations to operate and manage the Beach House located at the Waterfront for the 2026 season. The Beach House is a key amenity for patrons attending the waterfront, campers and residents.

2. Scope of Work

The successful proponent will be responsible for:

- Operating the Beach House;
- Ensuring public health and safety standards are met;
- Staffing the Beach House;
- Maintaining cleanliness and hygiene throughout the Beach House;
- Adhering to all relevant health regulations and obtaining any necessary permits or licenses;
- Managing inventory, supplies and day to day operations independently;
- The Contractor shall provide a Certificate of Insurance with a minimum of \$2,000,000 liability coverage, naming the Town of Latchford as an additional insured;
- The Town is responsible for structural maintenance (e.g. plumbing, electrical). The Contractor must promptly report any needed repairs;
- Collection and remittance of applicable sales taxes shall be the responsibility of the Contractor. The Contractor shall be responsible for obtaining any permits necessary to operate the Beach House.

3. Facilities Provided

- Access to the Beach House located at the Waterfront;
- Utilities (electricity, water) are included in the rental fee;
- The Contractor may have use of the washrooms but shall not obstruct any user of the washroom/shower facilities.

4. Term of Agreement

The term of this agreement will be for the waterfront's active season (approximately May to October), with an option to renew or extend the agreement by one (1) year based on satisfactory performance and mutual agreement.

5. Proposal Requirements

- Business Information
 - Name of Individual/business/organization;
 - Contact Information;
 - Relevant experience and qualifications.
- Operating Plan
 - Proposed hours of operation;
 - Services offered (Bait shop, ice cream, food, etc);
 - Staffing Plan;
 - Sanitation and safety procedures.
- Rental Fee Proposal
 - Proposed monthly rental fee (Fee would not include garbage/recycling collection, Contract must pay that separate).
- References
 - At least two (2) references from previous business engagements or similar operations.

6. Evaluation Criteria

Proposals will be evaluated based on the following:

- Relevant experience and qualifications;
- Services offered;
- Cost/rental proposal;
- Commitment to customer service and cleanliness;
- References and past performance.

7. Submission Instructions

All proposals must be submitted by April 29th, 2026 at 3:00 PM local time to:

Town Clerk, Malorie Robinson
Town of Latchford
Via Email **Only:** mrobinson@latchford.ca

8. Additional Information

The Town of Latchford reserves the right to accept or reject any or all proposals. Site visits are recommended and can be arranged upon request.

Questions regarding this RFP should be directed to Malorie Robinson via email only. Contact information is listed above.

MAR 30 2026

Sgt Aubrey Cosens
Legion Branch 629
Box 84
Latchford ON
P0J1N0

March 30th 2026

Town of Latchford
Box 10
Latchford ON
P0J1N0

Dear Mayor and Council:

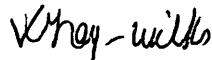
On June the 6th the legion will be hosting a free dinner to all members of the legion and to the residents of Latchford.

We would also like to include on this day to recruit new members into the legion, and to recruit new bar tenders.

To add some fun to the dinner we will include a silent auction and a dessert auction.

We are requesting forgiveness of rental for the use of the community centre for this day, and we cordially invite all of council and staff to join us for a free chicken and rib dinner.

Sincerely



Vicky Wilks
President



Town of Latchford

THE CORPORATION OF THE TOWN OF LATCHFORD

BY-LAW No.: 2026-014

Being a By-Law to adopt a Municipal Recount Policy for Municipal Elections

Whereas, Council deems it desirable to adopt a municipal recount policy for the municipal elections;

And Whereas, Section 5 of the Municipal Act, 2001, S.O. 2001, Chapter 25, as amended, states the powers of a municipality shall be exercised by its council;

And Whereas, Section 9 of the Municipal Act, 2001, S.O. 2001, Chapter 25, as amended, states that a municipality has the capacity, rights, powers, and privileges of a natural person for the purpose of exercising its authority under this any other Act;

And Whereas, Section 56 of the Municipal Elections Act, S.O. 1996, Chapter 32, as amended speak to the legislative requirements when a recount shall take place and when a Clerk shall hold a recount in accordance with any policy passed by the municipality or local board under subsection (3) or (4) of the legislation.

Now therefore be it resolved that, the Council of the Corporation of the Town of Latchford enacts as follows as per Section 56 (3) of the Municipal Elections Act, S.O. 1996, Chapter 32:

1. **That**, the Municipal Recount Policy EL-002 form part of this by-law as "Schedule A";
2. **That**, any by-law or part of a by-law previously passed by Council that is inconsistent with this by-law is hereby repealed.
3. **That**, the Clerk is hereby authorized to make minor modifications or corrections of a grammatical or typographical nature to the By-law, after the passage of this By-law, where such modifications or corrections do not alter the intent of the By-law or its associated schedule.
4. **That** this By-law shall come into full force and effect upon final passing.

Read a first, second and third time and finally passed on the 14th day of April, 2026.

Sharon Gadoury-East, Mayor

Malorie Robinson, Clerk



Policy Name: Election Recount Policy

Policy No.: EL-002

Date Approved:

Department: ALL

Motion No.: 26/078

Policy

The Town of Latchford recognizes that elections conducted with integrity are fundamental to our democratic society. The results of an election must install confidence among candidate, electors and administrators and accurately reflect the votes cast. Where questions exist to the accuracy of the results, a recount will provide certainty that the results are correct.

Purpose

The purpose of this policy is to provide procedural reference for conducting a recount in accordance with the *Municipal Elections Act, 1996 S.O. C.32, as amended, Section 56 and o/Reg. 101/97*.

Source

- Municipal Elections Act, 1996, C.32, as amended
- Ontario Regulations 101/97

Definitions

- Act means the *Municipal Elections Act, 1996 S.O. 1996, C.32, as amended*.
- Application for Recount means the form developed by the Clerk, included in the election forms library and provided as part of the Candidates' package, in accordance with this policy and the *Municipal Elections Act, 1996*, requesting that a recount be conducted for a specified office.
- Certified Candidate(s) means a candidate whose nomination has been certified under section 35 of the Act.
- Clerk means the Clerk of the municipality as per *section 228 of the Municipal Act, 2001 S.O.c.25, as amended*.

Application

The *Municipal Elections Act, 1996, S.O. 1996, C.32, amended, section 56* provides for an automatic recount if the election results are a tie. The act does not include provisions for a close vote election.

The Municipal Election Recount Policy provides a transparent and consistent process for dealing with recounts pertaining to a close vote.

This policy applies to the following individuals during a recount in the Town of Latchford municipal elections or by-elections:

- Election Officials designated by the Town of Latchford Clerk;
- Certified Candidates for the Office of the Mayor or Councillor;
- Registered Scrutineers;

This policy does not apply to the following individuals and/or circumstances:

- Candidates for School Board Trustee;
- A question on the ballot at the request of another level of government;

In both circumstances these situations would be determined by the applicable school board and/or level of government.

This policy also does not apply to recounts on votes on a by-law or question.

This policy does not apply to recounts held pursuant to section 60 (3) of the *Municipal Elections Act, 1996, S.O. C.32, as amended*.

Authority

The Clerk is responsible for conducting a recount as per the *Municipal Elections Act, 1996 S.O. C.32, as amended* and shall hold a recount should those provisions be met.

The Clerk is responsible for conducting a recount in accordance with this policy when an application is received by a Certified Candidate which meets the specified threshold outlined below.

A recount under *Sections 56, 57, or 58* shall be conducted in the same manner as the original count as per *section 60(1)* unless ordered by a judge under *sections 60(3) of the Municipal Election Act, 1996 S.O. C.32, as amended*.

As per *section 56 (1) 57 (1) and 58 (1) of the Municipal Elections Act, 1996 S.O. C.32, as amended*, a recount is required when:

1. There is a tie vote where two or more candidates cannot be declared elected;
2. By resolution of Council (for Council offices);
3. By resolution of a local board (for offices on a local board);
4. By Order of the Minister for questions submitted by the Minister; and/or
5. By Order of the Ontario Superior Court of Justice upon application by an elector.

Policy Recount Threshold Application

In addition to the recount provisions of the *Municipal Elections Act, 1996, S.O. 1996, c. 32, as amended*, and where the margin of votes between the last elected candidate (s) and the first nonelected candidate (s) is five (5) votes or fewer, a recount is not automatic, but the candidate(s) may submit an application for a recount to the Clerk under *section 57 of the Municipal Elections Act, 1996*.

Any such application must:

- Be received by the Clerk within the statutory time period;
- Identify the office for which the recount is requested; and
- State the grounds for the recount request.

A recount under this threshold will only be conducted upon receipt and acceptance of a valid application. The Clerk will not initiate a recount solely based on the vote margin.

Recount Application Procedure

The Clerk shall determine the date, time, and location for any recount, which shall be conducted within the time periods prescribed by the *Municipal Elections Act, 1996, S.O. 1996, c. 32, as amended*.

Where a recount is requested under the threshold outlined above, and approved by the Clerk, it shall be conducted by:

1. The Clerk and Deputy Returning Officer manually recounting the votes for the office in question.
2. The Clerk shall:
 - a. Compare the recount totals to the officially declared results;
 - b. Document the recount process and results; and
 - c. Notify candidates entitled to be present during the recount, in accordance with the Act.
3. The recount results shall be deemed final unless otherwise ordered by a court.

The Clerk may establish procedures for conducting application recounts, which shall form part of the Clerk's procedures for a municipal election.

Grounds for Denial of Recount Application

The Clerk may refuse to process or grant a recount application if any of the following conditions apply:

1. **Late Submission** – The application is received after the statutory deadline set out in the Municipal Elections Act, 1996.
2. **Ineligible Office** - The application relates to an office not eligible for a recount under this policy.
3. **Insufficient Information** – The application fails to clearly identify the office or the candidate(s) subject to the recount.
4. **Vote Margin Exceeds Threshold** – The margin of votes between the last elected candidate and the first non-elected candidate exceeds the threshold set out in this policy.
5. **Frivolous or Unsubstantiated Requests** – The application is frivolous, vexatious, or lacking any reasonable basis for believing that an error occurred in the original vote count.

6. **Non-Compliance with Policy Requirements** – The application does not meet any other procedural requirements established by the Clerk for submitting recount requests.

Any decision by the Clerk to deny a recount application shall be documented in writing, including the reasons for denial, and communicated to the applicant in a timely manner.



THE CORPORATION OF THE TOWN OF LATCHFORD

BY-LAW No.: 2026-015

Being a By-Law to enter into a Transfer Payment Agreement for Community Emergency Preparedness Grant with His Majesty the King in right of Ontario as represented by the Minister of Emergency Preparedness and Response.

Whereas, pursuant to Section 9 of the Municipal Act, 2001, S.O. 2001, c 25, a Council may enter into Agreements;

And further that the Council for the Town of Latchford deems it expedient to enter into a transfer payment agreement for Pothole Prevention and Repair Grant with His Majesty the King in right of Ontario as represented by the Minister of Emergency Preparedness and Response.

Now therefore, the Council of the Corporation of the Town of Latchford hereby enacts as follows:

1. **That**, authority is hereby granted to the Mayor and Clerk to enter into a transfer payment agreement with His Majesty the King in right of Ontario as represented by the Minister of Emergency Preparedness and Response.
2. **And that**, the agreement attached as Schedule A forms part of the by-law.
3. **And that**, any and all actions taken and required to be taken by the Mayor and Clerk on behalf of the Corporation of the Town of Latchford to complete this matter including the execution of the Agreement and any other associated documentation are hereby authorized, confirmed and ratified.
4. **And further that**, this by-law shall come into force and take effect immediately upon the approval of Council.
5. **And finally**, the Clerk for the Corporation of the Town of Latchford is hereby authorized to make minor modifications or corrections of a grammatical or typographical nature to the By-law, after the passage of this By-law, where such modifications or corrections do not alter the intent of the By-law or its associated schedule.

Read a first, second and third time and finally passed on the 14th day of April, 2026.

Sharon Gadoury-East, Mayor

Malorie Robinson, Clerk

ONTARIO TRANSFER PAYMENT AGREEMENT

THE AGREEMENT is effective as of the 2nd day of March 2026.

BETWEEN:

**His Majesty the King in right of Ontario as represented by the
Minister of Emergency Preparedness and Response
(the “Province”)**

- and -

Corporation of the Town of Latchford
(the “Recipient”)

CONSIDERATION

In consideration of the mutual covenants and agreements contained in the Agreement and for other good and valuable consideration, the receipt and sufficiency of which are expressly acknowledged, the Province and the Recipient agree as follows:

1.0 ENTIRE AGREEMENT

1.1 Schedules to the Agreement. The following schedules form part of the Agreement:

Schedule “A” -	General Terms and Conditions
Schedule “B” -	Project Specific Information and Additional Provisions
Schedule “C” -	Project Information and Timelines
Schedule “D” -	Budget
Schedule “E” -	Payment Plan
Schedule “F” -	Reports.

1.2 Entire Agreement. The Agreement constitutes the entire agreement between the Parties with respect to the subject matter contained in the Agreement and supersedes all prior oral or written representations and agreements.

2.0 CONFLICT OR INCONSISTENCY

2.1 Conflict or Inconsistency. In the event of a conflict or inconsistency between the Additional Provisions and the provisions in Schedule “A”, the following rules will apply:

- (a) the Parties will interpret any Additional Provisions in so far as possible, in a way that preserves the intention of the Parties as expressed in Schedule “A”; and
- (b) where it is not possible to interpret the Additional Provisions in a way that is consistent with the provisions in Schedule “A”, the Additional Provisions will prevail over the provisions in Schedule “A” to the extent of the inconsistency.

3.0 COUNTERPARTS

3.1 One and the Same Agreement. The Agreement may be executed in any number of counterparts, each of which will be deemed an original, but all of which together will constitute one and the same instrument.

4.0 AMENDING THE AGREEMENT

4.1 Amending the Agreement. The Agreement may only be amended by a written agreement duly executed by the Parties.

5.0 ACKNOWLEDGEMENT

5.1 Acknowledgement. The Recipient acknowledges that:

- (a) by receiving Funds, it may become subject to legislation applicable to organizations that receive funding from the Government of Ontario, including the *Broader Public Sector Accountability Act, 2010* (Ontario), the *Public Sector Salary Disclosure Act, 1996* (Ontario), and the *Auditor General Act* (Ontario);
- (b) His Majesty the King in right of Ontario has issued expenses, perquisites, and procurement directives and guidelines pursuant to the *Broader Public Sector Accountability Act, 2010* (Ontario);
- (c) the Funds are:
 - (i) to assist the Recipient to carry out the Project and not to provide

goods or services to the Province;

- (ii) funding for the purposes of the *Public Sector Salary Disclosure Act, 1996* (Ontario);
- (d) the Province is not responsible for carrying out the Project;
- (e) the Province is bound by the *Freedom of Information and Protection of Privacy Act* (Ontario) and that any information provided to the Province in connection with the Project or otherwise in connection with the Agreement may be subject to disclosure in accordance with that Act; and
- (f) the Province is bound by the *Financial Administration Act* (Ontario) ("FAA") and, pursuant to subsection 11.3(2) of the FAA, payment by the Province of Funds under the Agreement will be subject to,
 - (i) an appropriation, as that term is defined in subsection 1(1) of the FAA, to which that payment can be charged being available in the Funding Year in which the payment becomes due; or
 - (ii) the payment having been charged to an appropriation for a previous fiscal year.

SIGNATURE PAGE FOLLOWS

The Parties have executed the Agreement on the dates set out below.

**His Majesty the King in right of Ontario as represented by the Minister of
Emergency Preparedness and Response**

March 2, 2026

Date

Mike Temple

Name: Mike Temple

Title: Director (Acting)

Corporation of the Town of Latchford

Date

Name: Malorie Robinson

Title: CAO/Clerk-Treasurer

I have authority to bind the Recipient

Date

Name:

Title:

I have authority to bind the Recipient

SCHEDULE “A”

GENERAL TERMS AND CONDITIONS

A1.0 INTERPRETATION AND DEFINITIONS

A1.1 Interpretation. For the purposes of interpretation:

- (a) words in the singular include the plural and vice-versa;
- (b) words in one gender include all genders;
- (c) the headings do not form part of the Agreement; they are for reference only and will not affect the interpretation of the Agreement;
- (d) any reference to dollars or currency will be in Canadian dollars and currency; and
- (e) “include”, “includes” and “including” denote that the subsequent list is not exhaustive.

A1.2 Definitions. In the Agreement, the following terms will have the following meanings:

“Additional Provisions” means the terms and conditions set out in Schedule “B”.

“Agreement” means this agreement entered into between the Province and the Recipient, all of the schedules listed in section 1.1, and any amending agreement entered into pursuant to section 4.1.

“Budget” means the budget attached to the Agreement as Schedule “D”.

“Business Day” means any working day, Monday to Friday inclusive, excluding statutory and other holidays, namely: New Year’s Day; Family Day; Good Friday; Easter Monday; Victoria Day; Canada Day; Civic Holiday; Labour Day; Thanksgiving Day; Remembrance Day; Christmas Day; Boxing Day and any other day on which the Province has elected to be closed for business.

“Effective Date” means the date set out at the top of the Agreement.

“Event of Default” has the meaning ascribed to it in section A12.1.

“Expiry Date” means the expiry date set out in Schedule “B”.

“Funding Year” means:

- (a) in the case of the first Funding Year, the period commencing on the Effective Date and ending on the following March 31; and
- (b) in the case of Funding Years subsequent to the first Funding Year, the period commencing on April 1 following the end of the previous Funding Year and ending on the following March 31 or the Expiry Date, whichever is first.

“Funds” means the money the Province provides to the Recipient pursuant to the Agreement.

“Indemnified Parties” means His Majesty the King in right of Ontario, and includes His ministers, agents, appointees, and employees.

“Loss” means any cause of action, liability, loss, cost, damage, or expense (including legal, expert and consultant fees) that anyone incurs or sustains as a result of or in connection with the Project or any other part of the Agreement.

“Maximum Funds” means the maximum set out in Schedule “B”.

“Notice” means any communication given or required to be given pursuant to the Agreement.

“Notice Period” means the period of time within which the Recipient is required to remedy an Event of Default pursuant to section A12.3(b), and includes any such period or periods of time by which the Province extends that time pursuant to section A12.4.

“Parties” means the Province and the Recipient.

“Party” means either the Province or the Recipient.

“Proceeding” means any action, claim, demand, lawsuit, or other proceeding that anyone makes, brings or prosecutes as a result of or in connection with the Project or with any other part of the Agreement.

“Project” means the undertaking described in Schedule “C”.

“Records Review” means any assessment the Province conducts pursuant to section A7.4.

“Reports” means the reports described in Schedule “F”.

A2.0 REPRESENTATIONS, WARRANTIES, AND COVENANTS

A2.1 General. The Recipient represents, warrants, and covenants that:

- (a) it is, and will continue to be, a validly existing legal entity with full power to fulfill its obligations under the Agreement;
- (b) it has, and will continue to have, the experience and expertise necessary to carry out the Project;
- (c) it is in compliance with, and will continue to comply with, all federal and provincial laws and regulations, all municipal by-laws, and any other orders, rules, and by-laws related to any aspect of the Project, the Funds, or both; and
- (d) unless otherwise provided for in the Agreement, any information the Recipient provided to the Province in support of its request for funds (including information relating to any eligibility requirements) was true and complete at the time the Recipient provided it and will continue to be true and complete.

A2.2 Execution of Agreement. The Recipient represents and warrants that it has:

- (a) the full power and capacity to enter into the Agreement; and
- (b) taken all necessary actions to authorize the execution of the Agreement.

A2.3 Governance. The Recipient represents, warrants, and covenants that it has, will maintain in writing, and will follow:

- (a) a code of conduct and ethical responsibilities for all persons at all levels of the Recipient's organization;
- (b) procedures to enable the Recipient's ongoing effective functioning;
- (c) decision-making mechanisms for the Recipient;
- (d) procedures to enable the Recipient to manage Funds prudently and effectively;
- (e) procedures to enable the Recipient to complete the Project successfully;
- (f) procedures to enable the Recipient to identify risks to the completion of the

Project and strategies to address the identified risks, all in a timely manner;

- (g) procedures to enable the preparation and submission of all Reports required pursuant to Article A7.0; and
- (h) procedures to enable the Recipient to address such other matters as the Recipient considers necessary to enable the Recipient to carry out its obligations under the Agreement.

A2.4 Supporting Proof. Upon the request of the Province, the Recipient will provide the Province with proof of the matters referred to in Article A2.0.

A3.0 TERM OF THE AGREEMENT

A3.1 Term. The term of the Agreement will commence on the Effective Date and will expire on the Expiry Date unless terminated earlier pursuant to Article A11.0 or Article A12.0.

A4.0 FUNDS AND CARRYING OUT THE PROJECT

A4.1 Funds Provided. The Province will:

- (a) provide the Recipient with Funds up to the Maximum Funds for the purpose of carrying out the Project in accordance with the approved Budget attached to the Agreement as Schedule “D”. Commitments made or funds spent outside of the Term of The Agreement will not be honored or reimbursed by the Province;
- (b) provide the Funds to the Recipient in accordance with the payment plan attached to the Agreement as Schedule “E”; and
- (c) deposit the Funds into an account the Recipient designates provided that the account:
 - (i) resides at a Canadian financial institution; and
 - (ii) is in the name of the Recipient.

A4.2 Limitation on Payment of Funds. Despite section A4.1:

- (a) the Province is not obligated to provide any Funds to the Recipient until the Recipient provides the certificates of insurance or other proof required pursuant to section A10.2;

- (b) the Province is not obligated to provide instalments of Funds until it is satisfied with the progress of the Project; and
- (c) the Province may adjust the amount of Funds it provides to the Recipient for any Funding Year based upon the Province's assessment of the information the Recipient provides to the Province pursuant to section A7.2.

A4.3 Use of Funds and Carry Out the Project. The Recipient will do all of the following:

- (a) carry out the Project in accordance with the Agreement;
- (b) use the Funds only for the purpose of carrying out the Project;
- (c) spend the Funds only in accordance with the Budget;
- (d) not use the Funds to cover any cost that has been or will be funded or reimbursed by one or more of any third party, ministry, agency, or organization of the Government of Ontario.

A4.4 Interest-Bearing Account. If the Province provides Funds before the Recipient's immediate need for the Funds, the Recipient will place the Funds in an interest-bearing account in the name of the Recipient at a Canadian financial institution.

A4.5 Interest. If the Recipient earns any interest on the Funds, the Province may do either or both of the following:

- (a) deduct an amount equal to the interest from any further instalments of Funds;
- (b) demand from the Recipient the payment of an amount equal to the interest.

A4.6 Rebates, Credits, and Refunds. The Province will calculate Funds based on the actual costs to the Recipient to carry out the Project, less any costs (including taxes) for which the Recipient has received, will receive, or is eligible to receive, a rebate, credit, or refund.

A5.0 RECIPIENT'S ACQUISITION OF GOODS OR SERVICES, AND DISPOSAL OF ASSETS

A5.1 Acquisition. If the Recipient acquires goods, services, or both with the Funds, it will do so through a process that promotes the best value for money.

A5.2 Disposal. The Recipient will not, without the Province's prior consent, sell, lease,

or otherwise dispose of any asset purchased or created with the Funds or for which Funds were provided, the cost of which exceeded the amount as set out in Schedule "B" at the time of purchase.

A6.0 CONFLICT OF INTEREST

A6.1 Conflict of Interest Includes. For the purposes of Article A6.0, a conflict of interest includes any circumstances where:

- (a) the Recipient; or
- (b) any person who has the capacity to influence the Recipient's decisions, has outside commitments, relationships, or financial interests that could, or could be seen by a reasonable person to, interfere with the Recipient's objective, unbiased, and impartial judgment relating to the Project, the use of the Funds, or both.

A6.2 No Conflict of Interest. The Recipient will carry out the Project and use the Funds without an actual, potential, or perceived conflict of interest unless:

- (a) the Recipient:
 - (i) provides Notice to the Province disclosing the details of the actual, potential, or perceived conflict of interest; and
 - (ii) requests the consent of the Province to carry out the Project with an actual, potential, or perceived conflict of interest;
- (b) the Province provides its consent to the Recipient carrying out the Project with an actual, potential, or perceived conflict of interest; and
- (c) the Recipient complies with any terms and conditions the Province may prescribe in its consent.

A7.0 REPORTS, ACCOUNTING, AND REVIEW

A7.1 Province Includes. For the purposes of sections A7.4, A7.5 and A7.6, "Province" includes any auditor or representative the Province may identify.

A7.2 Preparation and Submission. The Recipient will:

- (a) submit to the Province at the address set out in Schedule "B":
 - (i) all Reports in accordance with the timelines and content requirements

set out in Schedule “F”;

- (ii) any other reports in accordance with any timelines and content requirements the Province may specify from time to time;

(b) ensure that all Reports and other reports are:

- (i) completed to the satisfaction of the Province; and
- (ii) signed by an authorized signing officer of the Recipient.

A7.3 Record Maintenance. The Recipient will keep and maintain for a period of seven years from their creation:

- (a) all financial records (including invoices and evidence of payment) relating to the Funds or otherwise to the Project in a manner consistent with either international financial reporting standards or generally accepted accounting principles or any comparable accounting standards that apply to the Recipient; and
- (b) all non-financial records and documents relating to the Funds or otherwise to the Project.

A7.4 Records Review. The Province may, at its own expense, upon twenty-four hours' Notice to the Recipient and during normal business hours enter upon the Recipient's premises to conduct an audit or investigation of the Recipient regarding the Recipient's compliance with the Agreement, including assessing any of the following:

- (a) the truth of any of the Recipient's representations and warranties;
- (b) the progress of the Project;
- (c) the Recipient's allocation and expenditure of the Funds.

A7.5 Inspection and Removal. For the purposes of any Records Review, the Province may take one or both of the following actions:

- (a) inspect and copy any records and documents referred to in section A7.3;
- (b) remove any copies the Province makes pursuant to section A7.5(a).

A7.6 Cooperation. To assist the Province in respect of its rights provided for in section A7.5, the Recipient will cooperate with the Province by:

- (a) ensuring that the Province has access to the records and documents

wherever they are located;

- (b) assisting the Province to copy records and documents;
- (c) providing to the Province, in the form the Province specifies, any information the Province identifies; and
- (d) carrying out any other activities the Province requests.

A7.7 No Control of Records. No provision of the Agreement will be construed to give the Province any control whatsoever over any of the Recipient's records.

A7.8 Auditor General. The Province's rights under Article A7.0 are in addition to any rights provided to the Auditor General pursuant to section 9.1 of the *Auditor General Act* (Ontario).

A8.0 COMMUNICATIONS REQUIREMENTS

A8.1 Acknowledge Support. Unless the Province directs the Recipient to do otherwise, the Recipient will in each of its Project-related publications, whether written, oral, or visual:

- (a) acknowledge the support of the Province for the Project;
- (b) ensure that any acknowledgement is in a form and manner as the Province directs; and
- (c) indicate that the views expressed in the publication are the views of the Recipient and do not necessarily reflect those of the Province.

A9.0 INDEMNITY

A9.1 Indemnify. The Recipient will indemnify and hold harmless the Indemnified Parties from and against any Loss and any Proceeding, unless solely caused by the gross negligence or wilful misconduct of the Indemnified Parties.

A10.0 INSURANCE

A10.1 Insurance. The Recipient represents, warrants, and covenants that it has, and will maintain, at its own cost and expense, with insurers having a secure A.M. Best rating of B+ or greater, or the equivalent, all the necessary and appropriate insurance that a prudent person carrying out a project similar to the Project would maintain, including commercial general liability insurance on an occurrence

basis for third party bodily injury, personal injury, and property damage, to an inclusive limit of not less than the amount set out in Schedule "B" per occurrence, which commercial general liability insurance policy will include the following:

- (a) the Indemnified Parties as additional insureds with respect to liability arising in the course of performance of the Recipient's obligations under, or otherwise in connection with, the Agreement;
- (b) a cross-liability clause;
- (c) contractual liability coverage; and
- (d) at least 30 days' written notice of cancellation.

A10.2 Proof of Insurance. The Recipient will:

- (a) provide to the Province, either:
 - (i) certificates of insurance that confirm the insurance coverage required by section A10.1; or
 - (ii) other proof that confirms the insurance coverage required by section A10.1; and
- (b) in the event of a Proceeding, and upon the Province's request, the Recipient will provide to the Province a copy of any of the Recipient's insurance policies that relate to the Project or otherwise to the Agreement, or both.

A11.0 TERMINATION ON NOTICE

A11.1 Termination on Notice. The Province may terminate the Agreement at any time without liability, penalty, or costs upon giving 30 days' Notice to the Recipient.

A11.2 Consequences of Termination on Notice by the Province. If the Province terminates the Agreement pursuant to section A11.1, the Province may take one or more of the following actions:

- (a) cancel further instalments of Funds;
- (b) demand from the Recipient the payment of any Funds remaining in the possession or under the control of the Recipient; and
- (c) determine the reasonable costs for the Recipient to wind down the Project, and do either or both of the following:

- (i) permit the Recipient to offset such costs against the amount the Recipient owes pursuant to section A11.2(b); and
- (ii) subject to section A4.1(a), provide Funds to the Recipient to cover such costs.

A12.0 EVENT OF DEFAULT, CORRECTIVE ACTION, AND TERMINATION FOR DEFAULT

A12.1 Events of Default. Each of the following events will constitute an Event of Default:

- (a) in the opinion of the Province, the Recipient breaches any representation, warranty, covenant, or other term of the Agreement, including failing to do any of the following in accordance with the terms and conditions of the Agreement:
 - (i) carry out the Project;
 - (ii) use or spend Funds; or
 - (iii) provide, in accordance with section A7.2, Reports or such other reports as the Province may have requested pursuant to section A7.2(a)(ii);
- (b) the Recipient's operations, its financial condition, its organizational structure or its control changes such that it no longer meets one or more of the eligibility requirements of the program under which the Province provides the Funds;
- (c) the Recipient makes an assignment, proposal, compromise, or arrangement for the benefit of creditors, or a creditor makes an application for an order adjudging the Recipient bankrupt, or applies for the appointment of a receiver;
- (d) the Recipient ceases to operate.

A12.2 Consequences of Events of Default and Corrective Action. If an Event of Default occurs, the Province may, at any time, take one or more of the following actions:

- (a) initiate any action the Province considers necessary in order to facilitate the successful continuation or completion of the Project;
- (b) provide the Recipient with an opportunity to remedy the Event of Default;

- (c) suspend the payment of Funds for such period as the Province determines appropriate;
- (d) reduce the amount of the Funds;
- (e) cancel further instalments of Funds;
- (f) demand from the Recipient the payment of any Funds remaining in the possession or under the control of the Recipient;
- (g) demand from the Recipient the payment of an amount equal to any Funds the Recipient used, but did not use in accordance with the Agreement;
- (h) demand from the Recipient the payment of an amount equal to any Funds the Province provided to the Recipient;
- (i) demand from the Recipient the payment of an amount equal to the costs the Province incurred or incurs to enforce its rights under the Agreement, including the costs of any Records Review and the costs it incurs to collect any amounts the Recipient owes to the Province; and
- (j) upon giving Notice to the Recipient, terminate the Agreement at any time, including immediately, without liability, penalty or costs to the Province.

A12.3 Opportunity to Remedy. If, pursuant to section A12.2(b), the Province provides the Recipient with an opportunity to remedy the Event of Default, the Province will give Notice to the Recipient of:

- (a) the particulars of the Event of Default; and
- (b) the Notice Period.

A12.4 Recipient not Remediating. If the Province provides the Recipient with an opportunity to remedy the Event of Default pursuant to section A12.2(b), and:

- (a) the Recipient does not remedy the Event of Default within the Notice Period;
- (b) it becomes apparent to the Province that the Recipient cannot completely remedy the Event of Default within the Notice Period; or
- (c) the Recipient is not proceeding to remedy the Event of Default in a way that is satisfactory to the Province,

the Province may extend the Notice Period, or initiate any one or more of the actions provided for in sections A12.2(a), (c), (d), (e), (f), (g), (h), (i) and (j).

A12.5 When Termination Effective. Termination under Article A12.0 will take effect as provided for in the Notice.

A13.0 FUNDS AT THE END OF A FUNDING YEAR

A13.1 Funds at the End of a Funding Year. Without limiting any rights of the Province under Article A12.0, if, by the end of a Funding Year, the Recipient has not spent all of the Funds allocated for that Funding Year as provided for in the Budget, the Province may take one or both of the following actions:

- (a) demand from the Recipient payment of the unspent Funds;
- (b) adjust the amount of any further instalments of Funds accordingly.

A14.0 FUNDS UPON EXPIRY

A14.1 Funds Upon Expiry. Upon expiry of the Agreement, the Recipient will pay to the Province any Funds remaining in its possession, under its control, or both.

A15.0 DEBT DUE AND PAYMENT

A15.1 Payment of Overpayment. If at any time the Province provides Funds in excess of the amount to which the Recipient is entitled under the Agreement, the Province may:

- (a) deduct an amount equal to the excess Funds from any further instalments of Funds; or
- (b) demand that the Recipient pay to the Province an amount equal to the excess Funds.

A15.2 Debt Due. If, pursuant to the Agreement:

- (a) the Province demands from the Recipient the payment of any Funds, an amount equal to any Funds or any other amounts owing under the Agreement; or
- (b) the Recipient owes to the Province any Funds, an amount equal to any Funds or any other amounts owing under the Agreement, whether or not the Province has demanded their payment, such amounts will be deemed to be debts due and owing to the Province by the Recipient, and the Recipient will pay the amounts to the Province immediately, unless the

Province directs otherwise.

- A15.3 Interest Rate. The Province may charge the Recipient interest on any money owing to the Province by the Recipient under the Agreement at the then current interest rate charged by the Province of Ontario on accounts receivable.
- A15.4 Payment of Money to Province. The Recipient will pay any money owing to the Province by cheque payable to the "Ontario Minister of Finance" and delivered to the Province at the address set out in Schedule "B".
- A15.5 Fails to Pay. Without limiting the application of section 43 of the *Financial Administration Act* (Ontario), if the Recipient fails to pay any amount owing under the Agreement, His Majesty the King in right of Ontario may deduct any unpaid amount from any money payable to the Recipient by His Majesty the King in right of Ontario.

A16.0 NOTICE

A16.1 Notice in Writing and Addressed. Notice will be:

- (a) in writing;
- (b) delivered by email, postage-prepaid mail, personal delivery, courier or fax; and
- (c) addressed to the Province or the Recipient as set out in Schedule "B", or as either Party later designates to the other by Notice.

A16.2 Notice Given. Notice will be deemed to have been given:

- (a) in the case of postage-prepaid mail, five Business Days after the Notice is mailed; or
- (b) in the case of fax, one Business Day after the Notice is delivered; and
- (c) in the case of email, personal delivery or courier on the date on which the Notice is delivered.

A16.3 Postal Disruption. Despite section A16.2(a), in the event of a postal disruption:

- (a) Notice by postage-prepaid mail will not be deemed to be given; and
- (b) the Party giving Notice will give Notice by email, personal delivery, courier or fax.

A17.0 CONSENT BY PROVINCE AND COMPLIANCE BY RECIPIENT

A17.1 Consent. When the Province provides its consent pursuant to the Agreement:

- (a) it will do so by Notice;
- (b) it may attach any terms and conditions to the consent; and
- (c) the Recipient may rely on the consent only if the Recipient complies with any terms and conditions the Province may have attached to the consent.

A18.0 SEVERABILITY OF PROVISIONS

A18.1 Invalidity or Unenforceability of Any Provision. The invalidity or unenforceability of any provision of the Agreement will not affect the validity or enforceability of any other provision of the Agreement.

A19.0 WAIVER

A19.1 Condonation not a waiver. Failure or delay by the either Party to exercise any of its rights, powers or remedies under the Agreement will not constitute a waiver of those rights, powers or remedies and the obligations of the Parties with respect to such rights, powers or remedies will continue in full force and effect.

A19.2 Waiver. Either Party may waive any of its rights, powers or remedies under the Agreement by providing Notice to the other Party. A waiver will apply only to the specific rights, powers or remedies identified in the Notice and the Party providing the waiver may attach terms and conditions to the waiver.

A20.0 INDEPENDENT PARTIES

A20.1 Parties Independent. The Recipient is not an agent, joint venturer, partner, or employee of the Province, and the Recipient will not represent itself in any way that might be taken by a reasonable person to suggest that it is or take any actions that could establish or imply such a relationship.

A21.0 ASSIGNMENT OF AGREEMENT OR FUNDS

A21.1 No Assignment. The Recipient will not, without the prior written consent of the Province, assign any of its rights or obligations under the Agreement.

A21.2 Agreement Binding. All rights and obligations contained in the Agreement will extend to and be binding on:

- (a) the Recipient's heirs, executors, administrators, successors, and permitted assigns; and
- (b) the successors to His Majesty the King in right of Ontario.

A22.0 GOVERNING LAW

A22.1 Governing Law. The Agreement and the rights, obligations, and relations of the Parties will be governed by and construed in accordance with the laws of the Province of Ontario and the applicable federal laws of Canada. Any actions or proceedings arising in connection with the Agreement will be conducted in the courts of Ontario, which will have exclusive jurisdiction over such proceedings.

A23.0 FURTHER ASSURANCES

A23.1 Agreement into Effect. The Recipient will:

- (a) provide such further assurances as the Province may request from time to time with respect to any matter to which the Agreement pertains; and
- (b) do or cause to be done all acts or things necessary to implement and carry into effect the terms and conditions of the Agreement to their full extent.

A24.0 JOINT AND SEVERAL LIABILITY

A24.1 Joint and Several Liability. Where the Recipient comprises more than one entity, each entity will be jointly and severally liable to the Province for the fulfillment of the obligations of the Recipient under the Agreement.

A25.0 RIGHTS AND REMEDIES CUMULATIVE

A25.1 Rights and Remedies Cumulative. The rights and remedies of the Province under the Agreement are cumulative and are in addition to, and not in substitution for, any of its rights and remedies provided by law or in equity.

A26.0 FAILURE TO COMPLY WITH OTHER AGREEMENTS

A26.1 Other Agreements. If the Recipient:

- (a) has failed to comply with any term, condition, or obligation under any other agreement with His Majesty the King in right of Ontario or one of Her agencies (a “Failure”);
- (b) has been provided with notice of such Failure in accordance with the requirements of such other agreement;
- (c) has, if applicable, failed to rectify such Failure in accordance with the requirements of such other agreement; and
- (d) such Failure is continuing, the Province may suspend the payment of Funds for such period as the Province determines appropriate.

A27.0 SURVIVAL

A27.1 Survival. The following Articles and sections, and all applicable cross-referenced Articles, sections and schedules, will continue in full force and effect for a period of seven years from the date of expiry or termination of the Agreement: Article 1.0, Article 2.0, Article A1.0 and any other applicable definitions, section A2.1(a), sections A4.4, A4.5, A4.6, section A5.2, section A7.1, section A7.2 (to the extent that the Recipient has not provided the Reports or other reports as the Province may have requested and to the satisfaction of the Province), sections A7.3, A7.4, A7.5, A7.6, A7.7, A7.8, Article A8.0, Article A9.0, section A11.2, section A12.1, sections A12.2(d), (e), (f), (g), (h), (i) and (j), Article A13.0, Article A14.0, Article A15.0, Article A16.0, Article A18.0, section A21.2, Article A22.0, Article A24.0, Article A25.0 and Article A27.0.

END OF GENERAL TERMS AND CONDITIONS

SCHEDULE "B"
PROJECT SPECIFIC INFORMATION AND ADDITIONAL PROVISIONS

Maximum Funds	\$41,234.64
Expiry Date	January 29, 2027
Amount for the purposes of section A5.2 (Disposal) of Schedule "A"	\$25,000
Certificate of Insurance	\$ 2,000,000
Contact information for the purposes of Notice to the Province	Priscilla McKenzie Senior Manager, Design and Implementation Unit, Ontario Corps Branch Ministry of Emergency Preparedness and Response Address: Emergency Management Ontario 25 Morton Shulman Avenue Toronto, Ontario, M3M 0B1 Email: EMOcommunitygrants@ontario.ca
Contact information of Applicant for the purposes of Notice to the Recipient	Name: Malorie Robinson Position: CAO/Clerk-Treasurer Phone: 705 676-2416 / 705 676-5050 Address: 10 Main Street, Latchford ON, P0J 1N0 Email: mrobinson@latchford.ca

Additional Provisions:

B1.0 ADDITIONAL COMMUNICATIONS REQUIREMENTS

B1.1 Communications Details. The Recipient agrees that:

- (a) Any of the Province's Project-related communications shall be at the discretion of the Province.
- (b) The Province may acknowledge the Project in any of its communications.
- (c) The Province may request that the Recipient participate in an announcement or media event with government officials.
- (d) The Recipient shall share any proposed public-facing Project-related communications with the Province for review prior to public release.
- (e) The Province may also request a summary of any of the Recipient's planned communication activities about the Project.
- (f) Any of the Recipient's Project-related public communications about the Project shall be made in accordance with the timing specified by the Province, including the timing of any official Project launch announcement.
- (g) Visual identity and branding for any Project-related products, materials, equipment, and other assets used by the Recipient shall be in accordance with direction provided by the Province.

SCHEDULE “C” PROJECT INFORMATION and TIMELINES

The Town of Latchford's emergency preparedness project aims to enhance the municipality's ability to communicate effectively and operate efficiently during emergencies such as floods, wildfires, severe storms, and prolonged power outages. This project will focus on 2 key components: implementing a community alerting system and installing a backup generator at the Town's EOC.

The Alertable system will allow the Town to send real-time emergency notifications to residents through phone calls, text messages, emails and social media. This will ensure that timely and accurate information reaches the community during critical situations, helping residents take appropriate action to protect themselves and their property.

Grant funding will also be used to purchase and install a backup generator for the EOC. During emergencies, continuous power and communication are essential for coordination and decision making. The generator will ensure the EOC remains fully operational during power outages, allowing the Control Group to maintain internet, phone, and system access needed to manage emergency response efforts.

This project is necessary because reliable communication and operational continuity are vital to effective emergency management. As a small municipality with limited resources, the Town of Latchford must maximize its capacity to alert the public quickly and coordinate response efforts without interruption. Implementing these upgrades will significantly strengthen the Town's resilience, enhance public safety and support a more coordinated and informed response to any future emergencies.

Project Timelines

Project Start Date	Effective Date of the Transfer Payment Agreement
Project End Date	August 27, 2026

Performance Measures and Key Performance Indicators (KPIs)

The recipient will be required to report on the achievement of performance measures and key performance indicators outlined in their application. Details must be included in the final report as described in Schedule “F” of the Agreement.

**SCHEDULE “D”
BUDGET**

Expense Category	Total
Supplies	\$0
Capital Equipment	\$32,334.64
Services	\$8,900
Training	\$0
Total Funding Request	\$41,234.64

SCHEDULE "E"
PAYMENT PLAN

The payment of Funds will be made by electronic fund transfer by the Province after the Effective Date of the Agreement. The Recipient is required to have a profile on the Integrated Financial Information System (IFIS) and is responsible for keeping it up to date with appropriate banking and contact information.

	Payment Amount	Payment Date
Payment	\$41,234.64	After the Effective Date of the Agreement and all the following occur: • the Agreement is signed by both parties; • the Province receives the Certificate of Insurance; • the Province receives the confirmation of signing authority

SCHEDULE “F” REPORTS

Final Report. The Recipient shall submit a final report once the project activities are completed. The Recipient shall include the following in the Final Report:

- (a) Final expense summary, including a reconciliation of actual payments made by the Province and actual expenses incurred by the Recipient in accordance with the Budget.
- (b) Evidence of equipment/supplies purchased through submission of photographs of installation and in operation.
- (c) An explanation of variances between the Budget and actual expenses incurred by the Recipient.
- (d) Itemized list of all capital and operating equipment purchased.
- (e) Supporting documents substantiating the Recipient's completion of Project activities.
- (f) Summary of Project and performance measures results demonstrating how the Project has enhanced capabilities.
- (g) Final Report to be completed on TPON by the Recipient's Finance Contact or equivalent in accordance with Section of A7.2 of the Agreement”.

A failure to meet any of the reporting requirements described above may impact the Recipient's entitlement to Funds provided under this Agreement, as well as the Recipient's eligibility to receive funding that may be available through future iterations of the program.

The Recipient must retain all receipts for up to seven years. The receipts must include amount paid, invoice number, date of payment, services/products acquired, and name/address of the vendor.

Unless the Province specifies otherwise, all Reports must be completed in Transfer Payment Ontario.

Project reporting deadline	September 25, 2026
-----------------------------------	---------------------------



Town of Latchford

THE CORPORATION OF THE TOWN OF LATCHFORD

BY-LAW No.: 2026-016

Being a By-Law to Confirm the proceedings of the Council of the Corporation of the Town of Latchford.

Whereas Subsection 3 of Section 5 of the Municipal Act provides that municipal powers, including a municipality's capacity, rights, powers and privileges under Section 9, shall be exercised by by-law unless the municipality is specifically authorized to do otherwise;

And Whereas it is deemed expedient and desirable that the proceedings of the Council of the Corporation of the Town of Latchford at this meeting be confirmed and adopted by by-law;

Now therefore, the Council of the Corporation of the Town of Latchford hereby enacts as follows:

1. **That**, the action of the Council of the Town of Latchford at its meeting held on the 14th day of April 2026, in respect to each by-law and resolution and other action passed and taken or direction given by Council at its meeting, is, except where the prior approval of the Ontario Municipal Board is required, hereby adopted, ratified and confirmed as if all such proceedings were expressly embodied in this By-law.
2. **And Further**, the Mayor or in their absence, the Acting Head of Council and the proper officers of the Town of Latchford are hereby authorized and directed to do all things necessary to give effect to the said action or to obtain approvals where required, and, except where otherwise provided, the Mayor and the Clerk are hereby directed to execute all documents necessary in that behalf, and to affix the Corporate Seal of the Town of Latchford to all such documents.
3. **And Finally**, the Clerk for the Corporation of the Town of Latchford is hereby authorized to make minor modifications or corrections of a grammatical or typographical nature to the By-law, after the passage of this By-law, where such modifications or corrections do not alter the intent of the By-law or its associated schedule.

Read a first, second and third time and finally passed on the 14th day of April, 2026.

Sharon Gadoury-East, Mayor

Malorie Robinson, Clerk